



SCOTTS VALLEY WATER DISTRICT

AGENDA PACKET

REGULAR BOARD MEETING

11/12/20 at 6:00 p.m.

The Board of Directors meeting will be conducted exclusively in remote access format in compliance with Executive Order N-29-20

Join the meeting

Access the meeting from a computer, tablet or smartphone at the link
below <https://global.gotomeeting.com/join/889914789>
Dial in by phone (408) 650-3123

Remote access will be open 15 minutes before the start of the meeting.

BOARD OF DIRECTORS

Wade Leishman, President

Bill Ekwall, Vice President

Chris Perri, Director

Danny Reber, Director

Ruth Stiles, Director

Noelle Downing, Associate Director

Annie Finch Associate Director

Piret Harmon, General Manager

Water Industry Acronyms

AF – Acre Foot

AFY – Acre Foot per Year

ACWA – Association of California Water Agencies

ACWA JPIA – ACWA Joint Powers Insurance Authority

AWWA – American Water Works Association

BMP – Best Management Practices

CCR – Consumer Confidence Report

CD – Certificate of Deposit

CEQA - California Environmental Quality Act

CSDA – California Special District Association

DHS - Department of Health Services

DWR – Department of Water Resources

EIR – Environmental Impact Report

EPA – Environmental Protection Agency

GASB – Governmental Accounting Standards Board

IRWM – Integrated Regional Water Management

JPA – Joint Powers Agreement

LAIF – Local Agency Investment Fund

LAFCO – Local Agency Formation Commission

LID – Low Impact Development

MCL – Maximum Containment Level

MGD – Million Gallons per Day

MGY – Million Gallons per Year

MOU – Memorandum of Understanding

O&M – Operations and Maintenance

PERS – Public Employees Retirement System

PHG – Public Health Goal

PPB – Parts Per Billion

PRV – Pressure Relief Valve

PVC Pipe – Polyvinyl Chloride Pipe

RWMF – Regional Water Management Foundation

RFP – Request for Proposals

ROW – Right-of-way

RWQCB – Regional Water Quality Control Board

SCWD – Santa Cruz Water Department (City of)

SDWA – Safe Drinking Water Act

SGMA – Sustainable Groundwater Management Act

SLVWD – San Lorenzo Valley Water District

SMGWA – Santa Margarita Groundwater Agency

SqCWD – Soquel Creek Water District

SWRCB – State Water Resources Control Board

TP – Treatment Plant



SCOTTS VALLEY WATER DISTRICT

BOARD OF DIRECTORS
PRESIDENT Wade Leishman
VICE PRESIDENT Bill Ekwall
Chris Perri
Danny Reber
Ruth Stiles

Board of Directors
Regular Meeting
11/12/20 at 6:00 p.m.
Agenda

ASSOCIATE DIRECTORS
Noelle Downing
Annie Finch

GENERAL MANAGER
Piret Harmon

The Board of Directors meeting will be conducted exclusively in a remote access format in compliance with Executive Order N-29-20.

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Dial in by phone (408) 650-3123 Access Code 889-914-879

Remote access will be open 15 minutes before the start of the meeting.

1. Convene

- 1.1. Call to Order and Roll Call
- 1.2. Pledge of Allegiance and Invocation
- 1.3. Closed Session Report (none)
- 1.4. Additions/Deletions to the Agenda
- 1.5. Oral Communications

2. Presentation

- 2.1. [Biannual Water Use Efficiency Report](#)
LeAnne Ravinale, Water Use Efficiency Coordinator

3. Administrative

- 3.1. [Approval of Minutes](#)
10/08/20 Regular Board Meeting
- 3.2. [Committee and other Agency Meeting Reports](#)
Executive & Public Affairs Committee 10/19/20
Finance & Personnel Committee 10/19/20
Water Resources & Engineering Committee 10/19/20
Interagency Committee (none)
Santa Margarita Groundwater Agency (SMGWA) Board 10/22/20
- 3.3. [Customer Survey Results](#)
- 3.4. Board and Committees Meeting Format Moving Forward

4. Consent

4.1. [Orchard Run Water Treatment Plan Improvements Project, Construction Management and Inspection Services Contract Award](#)

Recommendation: Award contract and authorize the General Manager to execute an agreement with Psomas in the amount of \$299,000 for the Orchard Run Water Treatment Plant Improvements Project, Construction Management and Inspection Services.

4.2. [2020 Urban Water Management Plan Contract Award](#)

Recommendation: Award contract and authorize the General Manager to execute an agreement with Water Systems Consulting in the amount of \$119,971 for development of the 2020 Urban Water Management Plan for San Lorenzo Valley Water District and Scotts Valley Water District.

5. Public Hearings (none)

6. Business

6.1. [Joint City-District Ad hoc Committee](#)

Recommendation: Form a Joint City of Scotts Valley and Scotts Valley Water District (City/District) Committee effective 11/12/20 through 05/11/21 and appoint the committee members.

6.2. [Public Involvement in Board Activities](#)

Recommendation: 1) Extend the durations of the Junior Associate Board Member Pilot Program and Community Members on Board Committees Pilot Program, and 2) Extend the terms of the current appointments on the Board and two Committees.

6.3. [Water Rate Increase Consideration](#)

Recommendation: Determine appropriate potable water rate increase to go into effect 12/13/20 by choosing one of the following actions: 1) Implement the next rate/fee increase as established by Resolution 10-16; 2) Adopt Resolution 07-20 approving rate increase less than established by Resolution 10-16.

7. Staff Reports

7.1. Legal

District Counsel - oral

7.2. Administrative

General Manager - oral

7.3. Finance

Financial Reports 07/01/20 through 09/30/20

7.4. Operations

Operations Report - oral

Production, Demand and Rainfall Data through 10/31/20

Leak Adjustment Program Report 07/01/20 through 09/30/20

7.5. Water Use Efficiency

Biannual Activity Report 05/01/20 through 10/31/20

8. Directors Reports

Travel and Meetings

ACWA and ACWA/JPIA Updates

Other

9. Written Correspondence

Public Officials' New Social Media Open Meeting Law

10. Community Relations

Newsletter, Scotts Valley Water District, September 2020

Mayors State of the City Presentation 10/17/20

11. Closed Session

11.1 Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiators

Property: APN 022-601-05

Agency Negotiator: Piret Harmon, General Manager

Negotiating Party: San Lorenzo Valley Water

District Under Negotiation: Price and terms

12. Report on Closed Session and Additional Items

13. Future Items

Comprehensive Audited Financial Report FY 2020

Validated Water Loss Audit Report

Election of Officers

14. Meetings and Event Calendar

Regular Board Meetings

12/10/20

01/14/21

02/11/21

Committee Meetings

12/03/20 Interagency

11/16/20 Executive & Public Affairs

11/17/20 Finance & Personnel

11/16/20 Water Resources & Engineering

Santa Margarita Groundwater Agency Board

Regular Board Meetings

11/16/20

12/09/20

Event Calendar

11/30/20 ACWA JPIA Board of Directors Meeting

12/02/20 – 12/03/20 ACWA Virtual Fall Conference

15. Adjourn

The next regular meeting of the Scotts Valley Board of Directors is scheduled for 12/10/20.

AVAILABILITY OF PUBLIC RECORDS PROVIDED TO THE BOARD OF DIRECTORS: THE DISTRICT WILL MAKE AVAILABLE FOR PUBLIC REVIEW ANY PUBLIC RECORDS FURNISHED TO THE BOARD OF DIRECTORS AT THE SAME TIME SUCH RECORDS ARE FURNISHED TO THE BOARD OF DIRECTORS. **SUCH RECORDS SHALL BE AVAILABLE AT WWW.SVWD.ORG AND AT THE DISTRICT OFFICE DURING NORMAL BUSINESS HOURS.**

PUBLIC ACCESS – ACCOMMODATIONS UNDER THE ADA: PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990, THE SCOTTS VALLEY WATER DISTRICT REQUESTS THAT ANY PERSON IN NEED OF ANY TYPE OF SPECIAL EQUIPMENT, ASSISTANCE OR ACCOMMODATION(S) IN ORDER TO EFFECTIVELY COMMUNICATE AT THE DISTRICT'S PUBLIC MEETING PLEASE MAKE SUCH A REQUEST TO THE DISTRICT OFFICE AT THE ABOVE ADDRESS OR BY CALLING (831) 438-2363 A MINIMUM OF THREE (3) WORKING DAYS PRIOR TO THE SCHEDULED MEETING. ADVANCE NOTIFICATION WITHIN THIS GUIDELINE WILL ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY.

Scotts Valley Water District
Board of Directors
Regular Meeting
10/08/20 at 6:00 p.m.
Draft Minutes

The Board of Directors meeting on 10/08/20 was conducted exclusively in a remote access format in compliance with Executive Order N-29-20. The meeting was available from computer, tablet or smartphone at <https://global.gotomeeting.com/join/410801925>.

1. Convene

1.1. Call to Order and Roll Call

President Leishman called the meeting to order at 6:00 p.m.

Directors

Bill Ekwall
Wade Leishman
Chris Perri
Danny Reber
Ruth Stiles

Staff

Bob Bosso, Legal Counsel
Piret Harmon, General Manager
David McNair, Operations Manager
Donna Paul, Assistant to General Manager

Associate Directors

Noelle Downing
Annie Finch

Audience

Kristen Plonka, Water Systems Consulting
Heather Freed, Water Systems Consulting
Joshua Reynolds, Water Systems Consulting

1.2. Pledge of Allegiance and Invocation

Director Perri led the pledge of allegiance and Director Reber provided the invocation.

1.3. Closed Session Report

None.

1.4. Additions/Deletions to the Agenda

None.

1.5. Oral Communications

None.

2. Presentation

2.1. Wastewater Enterprise Status Report

Tina Friend, City Manager, City of Scotts Valley provided the status report that included information on staffing, the development of a master plan, an upcoming rate study and the creation of a City - District ad Hoc committee at the 10/14/20 City Council meeting.

- 2.2. Consolidated Capital Improvement Plan
Kirsten Plonka and Heather Freed, Water Systems Consulting (WSC) presented the Capital Improvement Plan that included the condition assessment, hydraulic modeling and the capital improvement plan. [Click here](#) to view the presentation.

3. Administrative

3.1. Approval of Minutes

MOTION carried to approve the minutes of the 09/10/20 Regular Board Meeting by unanimous roll call vote.

MOTION carried to approve the minutes of the 09/28/20 Special Board Meeting by unanimous roll call vote.

3.2. Committee and other Agency Meeting Reports

Executive & Public Affairs Committee
None.

Finance & Personnel Committee
None.

Water Resources & Engineering Committee 09/14/20
Director Stiles provided additional information on the comments received from the ORWTP neighbors.

Interagency Committee 09/09/20
The Board briefly discussed the recent informational meeting content.

Santa Margarita Groundwater Agency (SMGWA) Board 09/24/20
None.

3.3. Notice from Santa Cruz County Elections Appointing Candidates Perri and Reber.

4. Consent

4.1. Annual Reimbursements Disclosure

MOTION to accept the Fiscal Year (FY) 2020 Reimbursements Disclosure Report by unanimous roll call vote.

5. Public Hearings

None.

6. Business

6.1. 2020 Local Agency Biennial Statement

MOTION carried to authorize the General Manager to file the 2020 Local Agency Biennial Notice with the County of Santa Cruz Board of Supervisors by unanimous roll call vote.

7. Staff Reports

7.1. Legal

Legal Counsel Bosso reported that he spoke with staff on several items with no action taken.

7.2. Administrative

The General Managers report is appended.

7.3. Finance

Financial Reports 07/01/20 through 08/31/20

The financial reports were accepted without comment.

7.4. Operations

Operations Manager McNair reported on the Hacienda Booster and Orchard Run Water Treatment Plant (ORWTP) projects, several recent leaks, Water Operations Supervisor retirement/recruitment and the relocation of the ORWTP rain gauge to the Hacienda Booster Station.

Production, Demand and Rainfall Data (none)

Leak Adjustment Program Report 07/01/20 through 08/31/20

The leak adjustment program report was accepted without comment.

8. Directors Reports

None.

9. Written Correspondence

None.

10. Community Relations

Newsletter, Scotts Valley Water District, September 2020

11. Closed Session

None.

12. Report on Closed Session and Additional Items

None.

13. Future Items

Audited Financial Statements

Oath of Office

14. Meetings and Event Calendar

Regular Board Meetings

11/12/20

12/10/20

01/14/21

Committee Meetings

12/03/20 Interagency

10/19/20 Executive & Public Affairs

10/19/20 Finance & Personnel

10/19/20 Water Resources & Engineering

Santa Margarita Groundwater Agency Board

Regular Board Meetings

10/22/20

11/16/20 *tentative*

12/09/20 *tentative*

Event Calendar

12/01/20 – 12/04/20 ACWA Virtual Fall Conference

15. Adjourn

The meeting adjourned at 7:28 p.m.

Approved:

Attest:

Wade Leishman, Board President

Piret Harmon, General Manager

STAFF REPORT – General Items

Scotts Valley Water District

Date: October 8, 2020

To: Board of Directors

From: General Manager

1. Agreement with Water Systems Consulting (WSC) made for performing Risk and Resilience Assessment (RRA) and develop the Emergency Response Plan (ERP) in compliance with America's Water Infrastructure Act (AWIA). The total fee is not to exceed \$40,142. WSC were awarded contracts for similar work at Mesa Water District, the City of Victorville and CalAm Monterey following a competitive process.
2. The US Environmental Protection Agency (EPA) announced an \$88 million Water Infrastructure Finance and Innovation Act (WIFIA) loan to the Soquel Creek Water District for their Pure Water Soquel project. The project will be producing 1.3 MGD of purified recycled water to prevent further intrusion of saltwater into the aquifer. The remaining costs will be funded by a combination of reserve funds, Proposition 1 grant and loan from the State of California. The WIFIA loan will save SqCWD an estimated \$66.7 million compared to typical market financing while project construction and operation are expected to create an estimated 581 jobs.
3. Santa Cruz's Good Times weekly has purchased the Press Banner from Tank Town Media. The Scotts Valley based weekly joins a group that includes Good Times, Aptos Life and Watsonville Pajaronian. The publishing group, now known as Weeklys, also publishes Metro Silicon Valley, Morgan Hill Times, Gilroy Dispatch and weeklys in Monterey, San Benito, Alameda, Marin and Sonoma counties. The Press Banner was first published on December 2, 1960. Good Times is Santa Cruz County's largest circulation publication.
4. General Manager was invited to present at the Mayor's State of the City hosted by the Senior Life Association on October 17, 2020 at 9:30am (virtual event).



SCOTTS VALLEY WATER DISTRICT

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Executive and Public Affairs Committee Meeting

10/19/20 – 3:00 p.m.

Meeting Report

1. Convene Meeting

The meeting convened at 3:03 p.m. It was conducted exclusively in remote access format in compliance with Executive Order N-29-20.

Present: Director Ekwall and Director Leishman.

Staff: General Manager Harmon, Finance and Customer Service Manager Kurns, Assistant to General Manager Paul.

Guests: Bill Miller, Miller Maxfield, Director Ruth Stiles (observer) and Director Perri (observer).

2. Discussion Items

2.1 Community Outreach and Communications Update

The Committee received an update from District's Communications Consultant Bill Maxfield on current community relations activities and discussed upcoming activities.

2.2 Customer Survey Results

The Committee received the results from the recent customer survey and requested that staff prepare a summary of results for Board review.

2.3 Programs Evaluation: Associate Directors and Community Members

The Committee discussed Associate Director and Community Members programs and directed staff to include this item on the next Board agenda for consideration.

2.4 Board Meeting Format Moving Forward

The Committee discussed parameters for returning to in person or hybrid meetings and directed staff to include this item on the next Board agenda for discussion.

3. Oral Communications

None

4. Future Agenda Items

None

5. Adjourn

The meeting adjourned at 4:05 p.m.



SCOTTS VALLEY WATER DISTRICT

svwd.org  svwater

Finance and Personnel Committee

10/19/20 4:00 p.m.

Meeting Report

1. Convene

The meeting convened at 4:09 p.m. It was conducted exclusively in remote access format in compliance with Executive Order N-29-20.

Present: Community Member Callahan, Director Perri and Director Leishman.

Staff: General Manager Harmon, Finance and Customer Service Manager Kurns, Assistant to General Manager Paul.

Guests: Director Ekwall (observer).

2. Discussion Items

2.1 Financial Reports 07/01/20 through 09/30/20

The committee reviewed and discussed the financial reports.

2.2 12/13/20 Water Rate Implementation: Financial Projections

The committee reviewed and discussed three rate implementation scenarios 17%, 3% and 10% and recommends for Board consideration a 10% rate increase effective 12/13/20.

2.3 Water and Recycled Water Rate Study (rate study)

The committee received information on the rate study and briefly discussed community and Board engagement.

3. Oral Communications

None.

4. Future Agenda Items

Audit Exit Conference

Program Review: Identity Theft Prevention Program

5. Adjourn

The meeting adjourned at 5:07 p.m.



SCOTTS VALLEY WATER DISTRICT

svwd.org  svwater

Water Resources and Engineering Committee

10/19/20 10:30 a.m.

Meeting Report

1. Convene

Director Reber convened the meeting at 10:30 a.m. It was conducted exclusively in remote access format in compliance with Executive Order N-29-20.

Present: Community Member Krotcov, Director Reber and Director Stiles.

Staff: General Manager Harmon, Engineering Technician Knutson, Finance and Customer Service Manager Kurns, Operations Manager McNair, Assistant to General Manager Paul.

Guests: None.

2. Discussion Items

2.1 Leak Adjustment Program Report 07/01/20 through 09/30/20

The Committee reviewed the report and briefly discussed the impact of i-meters and WaterSmart.

2.2 2020 Urban Water Management Plan

General Manager Harmon provided an update on the process to prepare a joint 2020 Urban Water Management Plan with San Lorenzo Valley Water District.

The committee discussed the matter and concurred with staff on the top firm and the District assuming the role of contracting agency. The committee recommends that the Board award the contract to Water Systems Consulting.

3. Oral Communications

None.

4. Future Agenda Items

New Formation Well: Property Acquisition

Aviza Monitoring Wells: Acquisition

5. Adjourn

The meeting adjourned at 11:03 a.m.

Board Meeting Recap: Oct 2020

SMGWA Board Explores Private Well Owner Role

Santa Margarita Groundwater Agency continues its work to develop the Groundwater Sustainability Plan (GSP), a requirement of the Sustainable Groundwater Management Act (SMGA), due in early 2022.

The agency's October board meeting was held Thursday, Oct. 22. The meeting, including public comment and participation on agenda items, again was conducted via all-remote, web- and phone-based access due to the coronavirus outbreak.

At the meeting, the board took a deeper look at the role of private well owners within the Santa Margarita Groundwater Basin (SMGB). Private well owners (PWOs) include so-called de minimis pumpers, which are those who operate a well that pumps 2 acre-feet or less per year for domestic purposes. SMGWA has generally accepted that a well serving one to four household connections is likely a de minimis pumper. The role of PWOs has been a part of the discussion since SMGWA was created in 2017, including the impacts to and benefits from de minimis pumping, what role owners or managers should have in the SMGA process, if fees would be applied and, if so, what those fees would be and who would pay them.

The staff will focus on further investigating the role of PWOs during the next several months by using modeling to examine their relationship to the groundwater sustainability indicators of the basin such as depletion of interconnected surface water and degraded water quality. The benefits to PWOs from potential SMGWA projects or management actions also will be reviewed and quantified. A special PWO community meeting is planned for Wednesday, Dec. 2, to engage the stakeholders and inform them about the status of the GSP. The meeting will be conducted in a virtual format and the details for the meeting will be posted on www.smgwa.org as well as shared via various communication channels.

At the October meeting, the board also received a previously requested clarification about the term "undue financial burden," as used in the statements of significant and unreasonable conditions. In this context, the term refers to a cost or financial impact that is unwarranted, inappropriate or excessive, and is the result of an action or inaction by SMGWA or basin groundwater users.

In addition, the Board continued its work developing a statement of significant and unreasonable conditions for depletion of interconnected surface water (groundwater and surface water are interconnected resources because much of the flow in streams is sustained by the discharge of groundwater, particularly during dry periods), and received presentations about historical water budget, and proposed project and management actions model scenarios.

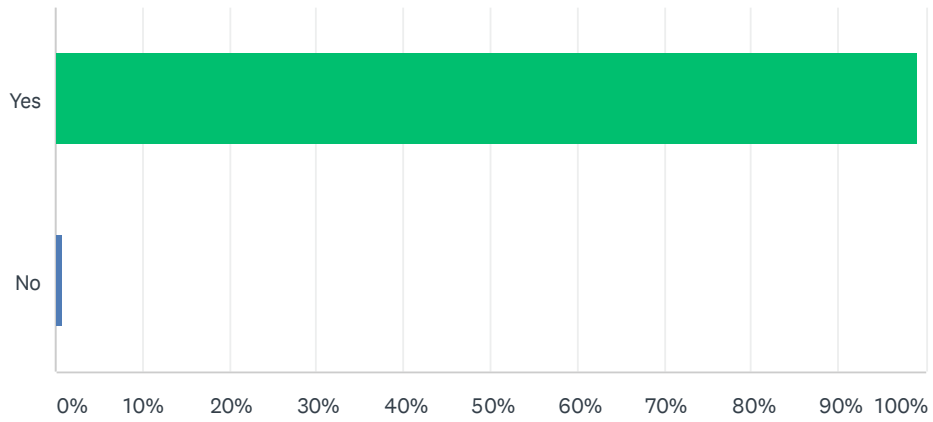
The next SMGWA Board of Directors meeting will be held Monday, Nov. 16 at 5:30 p.m. The meeting will be held earlier in the month than normal to accommodate the Thanksgiving holiday. More information at www.smgwa.org.



SCOTTS VALLEY
WATER DISTRICT

Q1 Are you a Scotts Valley Water District customer and/or water user?

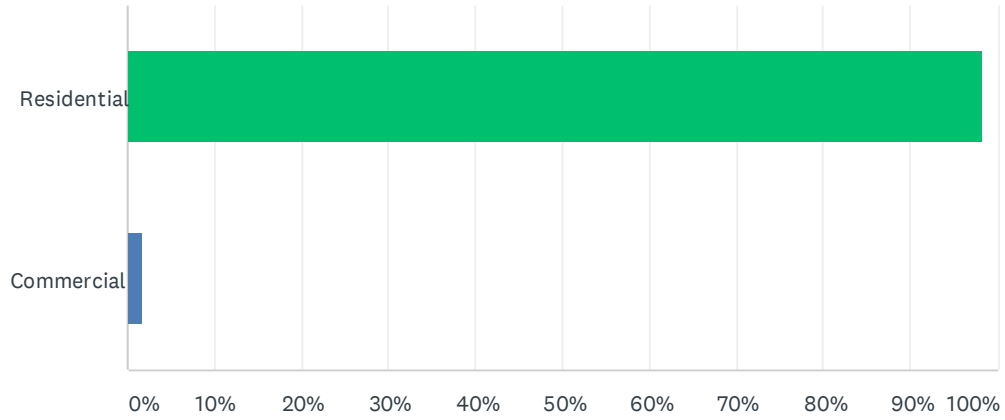
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	99.14% 346
No	0.86% 3
TOTAL	349

Q2 Are you a residential or commercial customer/water user?

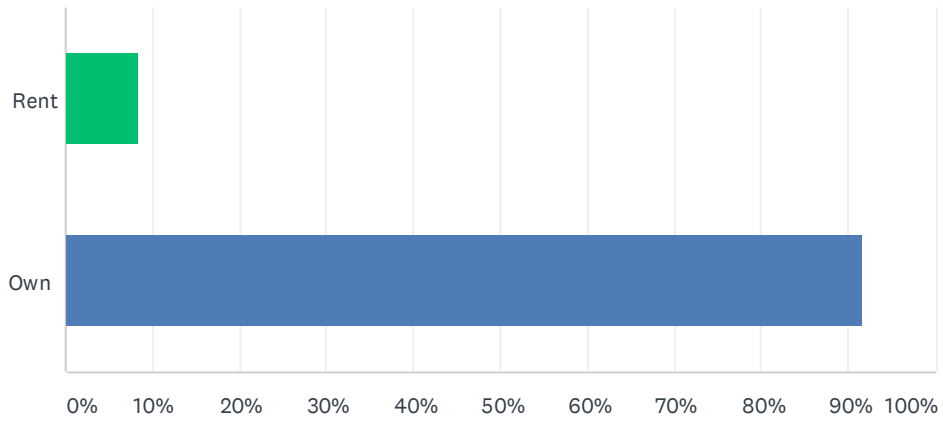
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
Residential	98.28%	343
Commercial	1.72%	6
TOTAL		349

Q3 For residential users, do you rent or own your home?

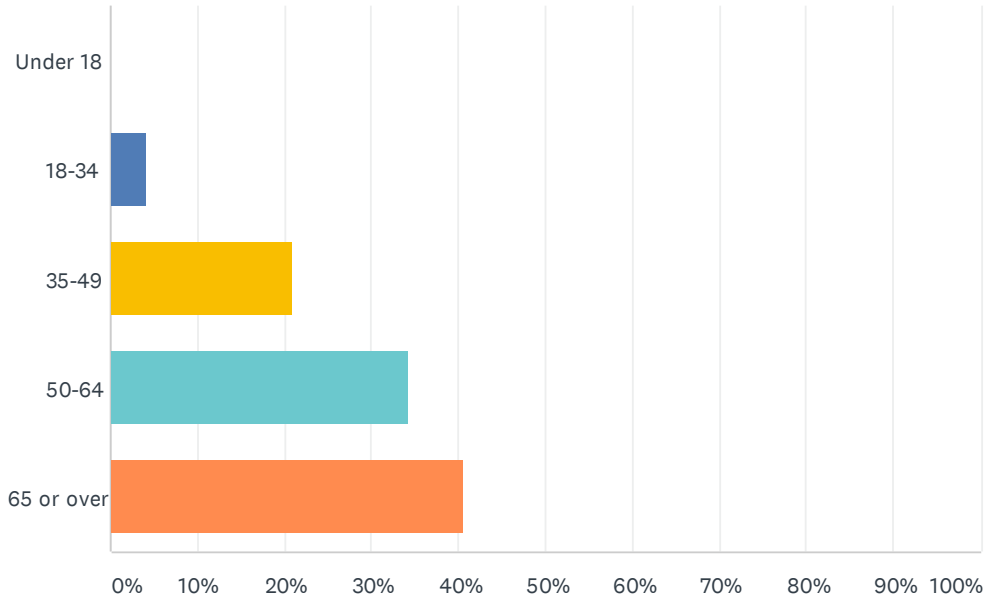
Answered: 344 Skipped: 5



ANSWER CHOICES	RESPONSES
Rent	8.43% 29
Own	91.57% 315
TOTAL	344

Q4 What is your age?

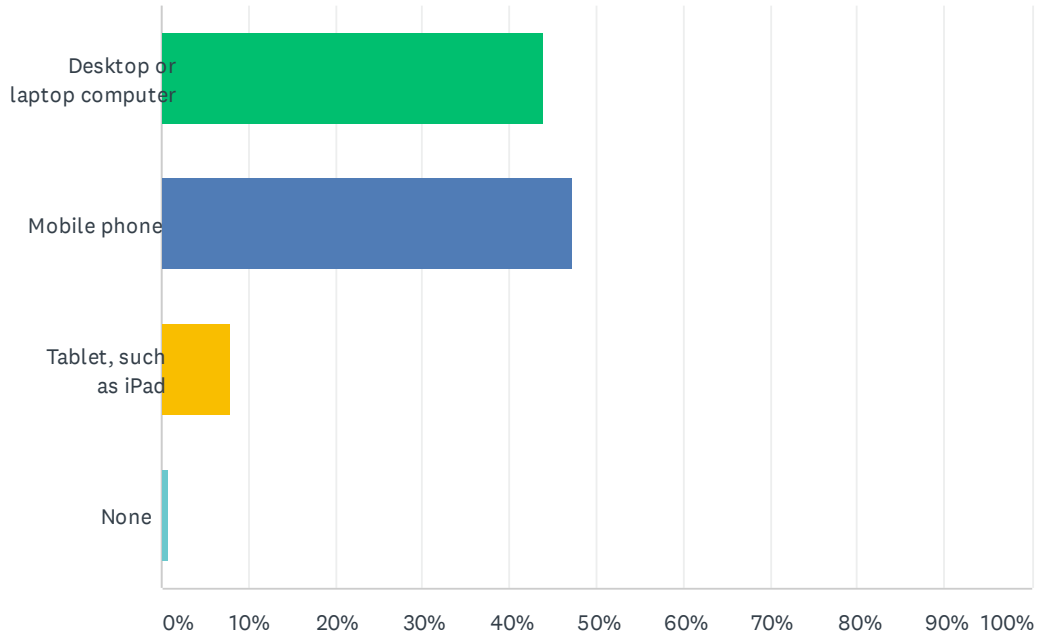
Answered: 343 Skipped: 6



ANSWER CHOICES	RESPONSES	
Under 18	0.00%	0
18-34	4.08%	14
35-49	20.99%	72
50-64	34.40%	118
65 or over	40.52%	139
TOTAL		343

Q5 What is your preferred device?

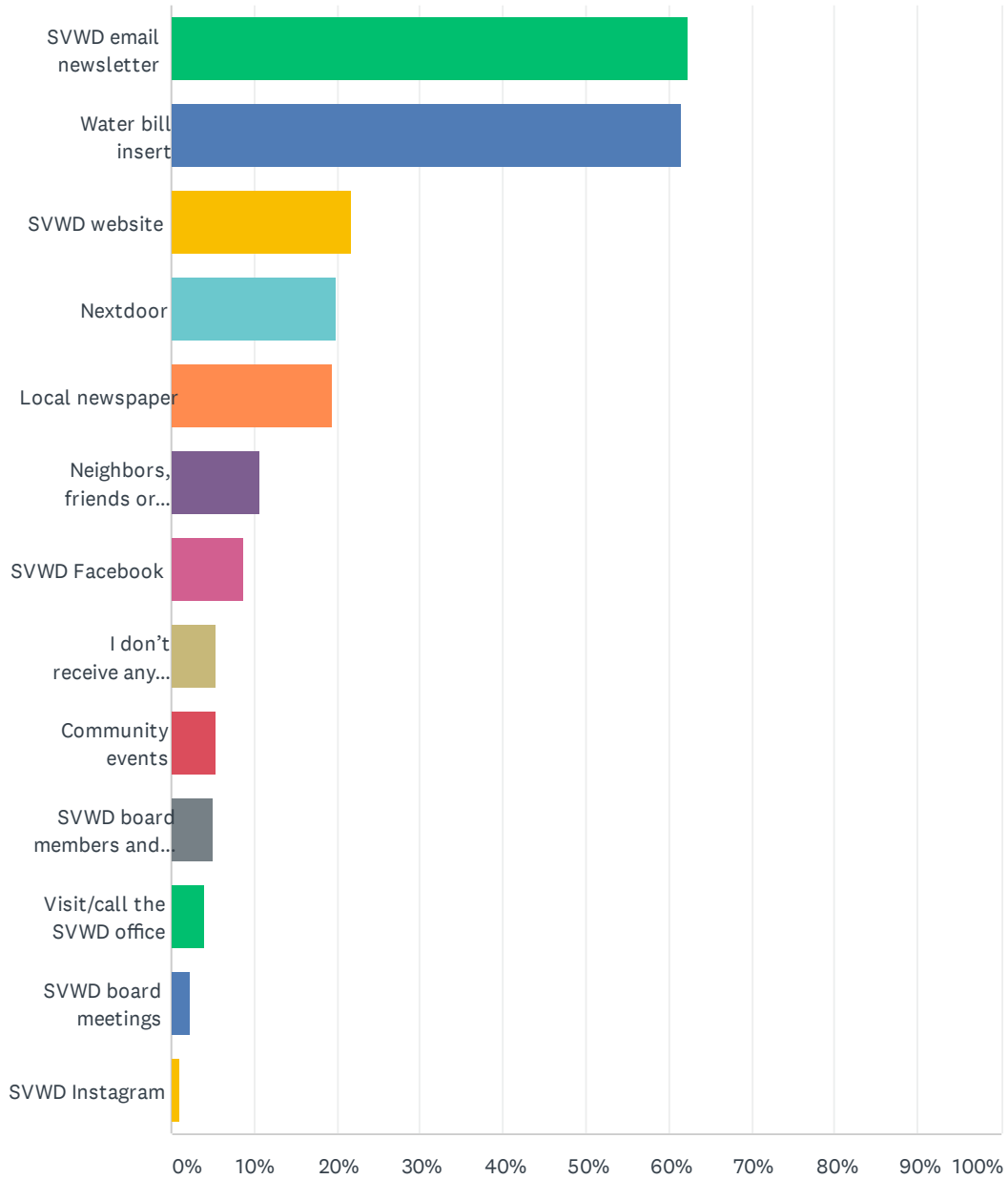
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
Desktop or laptop computer	43.84%	153
Mobile phone	47.28%	165
Tablet, such as iPad	8.02%	28
None	0.86%	3
TOTAL		349

Q6 How do you currently receive information?

Answered: 298 Skipped: 51

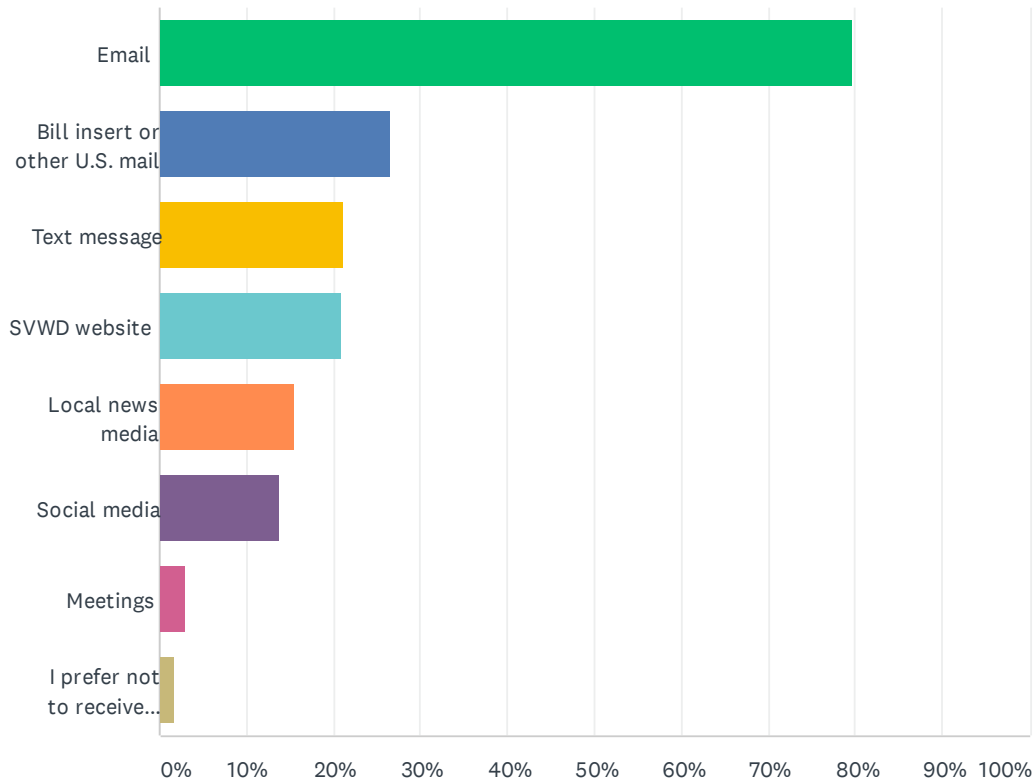


Scotts Valley Water District Customer Survey

ANSWER CHOICES	RESPONSES	
SVWD email newsletter	62.42%	186
Water bill insert	61.41%	183
SVWD website	21.81%	65
Nextdoor	19.80%	59
Local newspaper	19.46%	58
Neighbors, friends or family	10.74%	32
SVWD Facebook	8.72%	26
I don't receive any information	5.37%	16
Community events	5.37%	16
SVWD board members and employees	5.03%	15
Visit/call the SVWD office	4.03%	12
SVWD board meetings	2.35%	7
SVWD Instagram	1.01%	3
Total Respondents: 298		

Q7 How would you prefer to receive information?

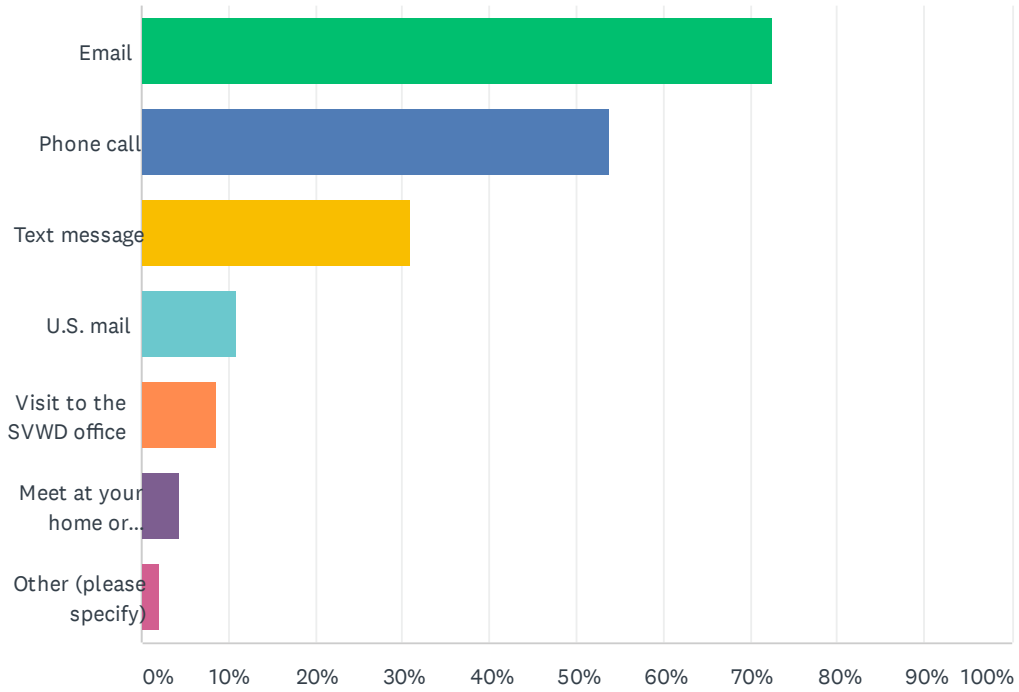
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
Email	79.66%	278
Bill insert or other U.S. mail	26.65%	93
Text message	21.20%	74
SVWD website	20.92%	73
Local news media	15.47%	54
Social media	13.75%	48
Meetings	2.87%	10
I prefer not to receive information from SVWD	1.72%	6
Total Respondents: 349		

Q8 For water account questions, how do you prefer to get service?

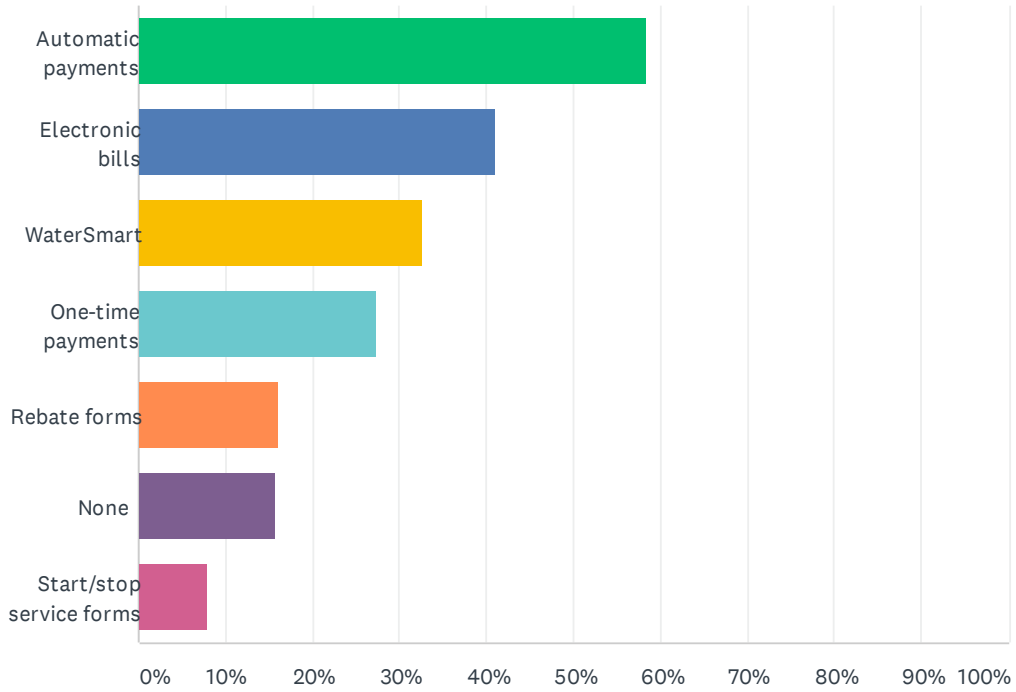
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
Email	72.49%	253
Phone call	53.87%	188
Text message	30.95%	108
U.S. mail	10.89%	38
Visit to the SVWD office	8.60%	30
Meet at your home or business	4.30%	15
Other (please specify)	2.01%	7
Total Respondents: 349		

Q9 What SVWD digital/web-based services have you used?

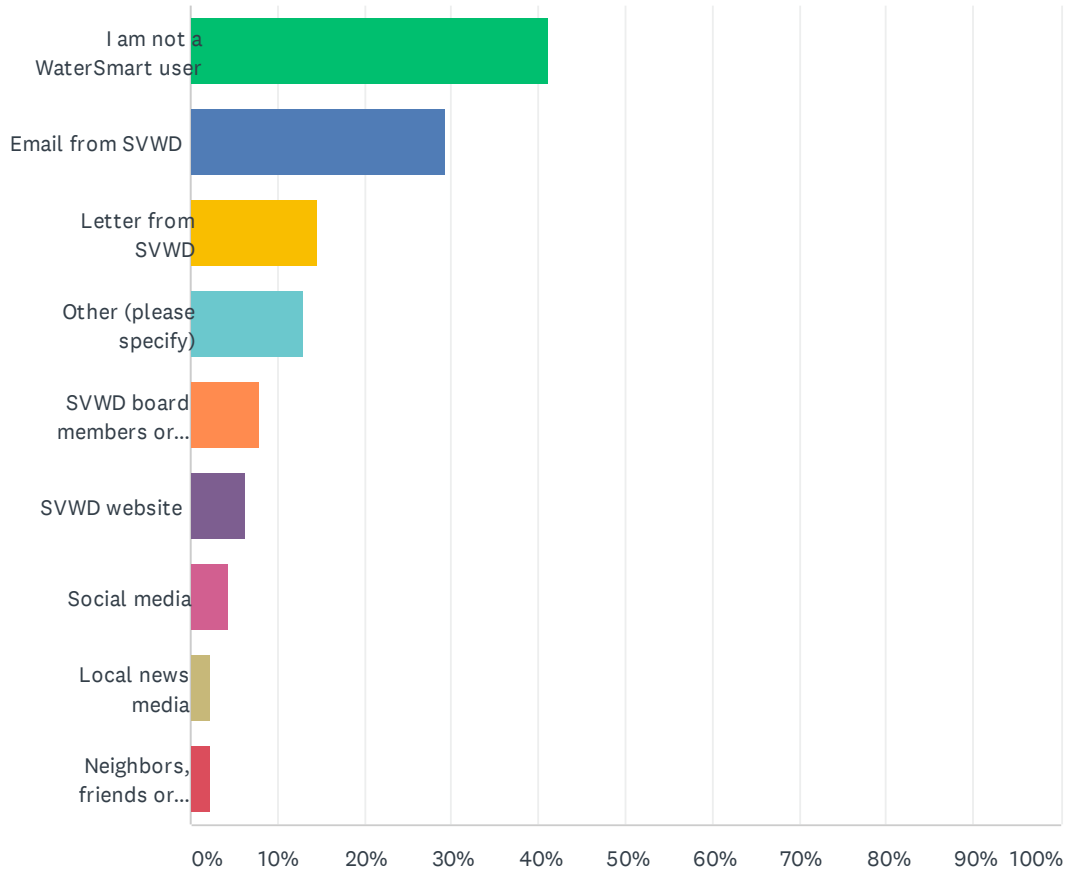
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
Automatic payments	58.45%	204
Electronic bills	40.97%	143
WaterSmart	32.66%	114
One-time payments	27.51%	96
Rebate forms	16.05%	56
None	15.76%	55
Start/stop service forms	8.02%	28
Total Respondents: 349		

Q10 If you are a WaterSmart user, how did you hear about it?

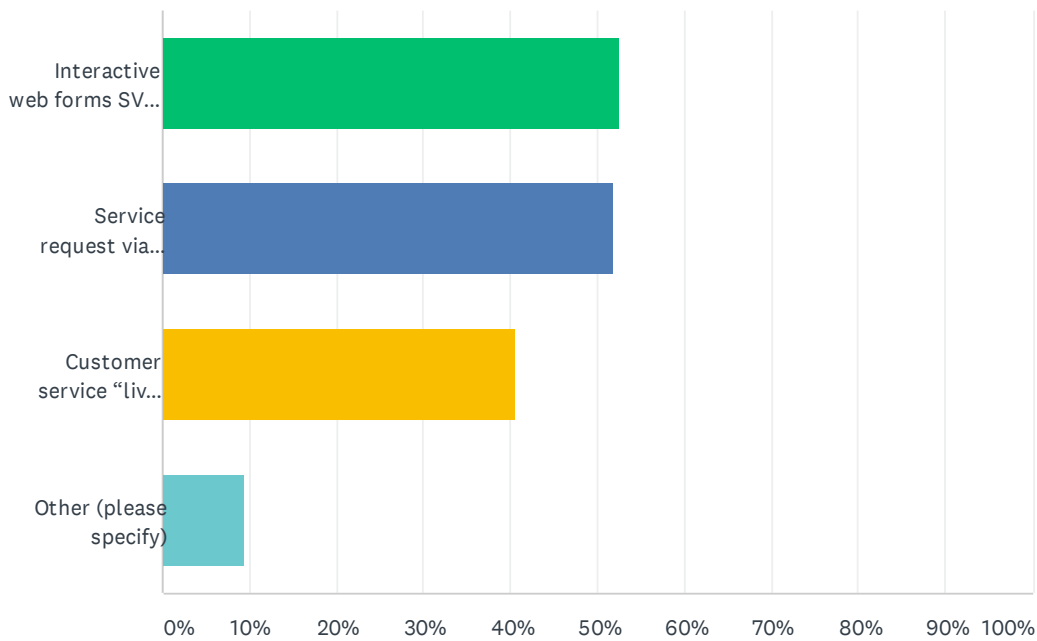
Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
I am not a WaterSmart user	41.26%	144
Email from SVWD	29.23%	102
Letter from SVWD	14.61%	51
Other (please specify)	12.89%	45
SVWD board members or employees	8.02%	28
SVWD website	6.30%	22
Social media	4.30%	15
Local news media	2.29%	8
Neighbors, friends or family	2.29%	8
Total Respondents: 349		

Q11 What additional online/digital services would you use if offered by SVWD?

Answered: 349 Skipped: 0



ANSWER CHOICES	RESPONSES	
Interactive web forms SVWD website	52.44%	183
Service request via SVWD website	51.86%	181
Customer service "live chat" on SVWD website	40.69%	142
Other (please specify)	9.46%	33
Total Respondents: 349		

Q12 Are there other improvements SVWD could make to provide you with better customer service and/or utilize digital/online solutions and technologies?

Answered: 135 Skipped: 214

Scotts Valley Water District Customer Survey

#	RESPONSES
1	No, it all seems good.
2	Il am happy with SVWD any and all services provided.
3	The staff are excellent at customer service. That is one of the best things about the company
4	no
5	N/A
6	Not sure
7	Jo
8	No
9	only charge for water used
10	I would use online ebills if it was a .pdf of the mailed billed. The form of the online bill is less user friendly, than the mailed bill
11	No
12	Return the treated water program.
13	no
14	Within the past 6 years, SVWD has developed an impressive online presence.
15	Unsure
16	Not aware of any.
17	Definitely use txt msg or email to let us know about water shut off in advance.
18	None
19	Water quality chemical analysis against standards with history to show trends
20	No
21	There's no way that I know of to pay my bill via bill pay through my bank. I can do this with every other type of bill, why not SVWD?
22	No
23	You do a great job
24	no
25	An unusual high water usage alert via text or email. (Taking in an account of usually high temperatures an previous year's use during the same time period)
26	It would be nice if you could make our drinking water taste better and have it not be so hard.
27	NA
28	No
29	No
30	Advanced notice if changes are on the horizon.
31	None
32	All good
33	Battery backup for the pumps.
34	lower usage fees
35	No

Scotts Valley Water District Customer Survey

36	No
37	ALLOW @ Email Addresses for contact: agentdubleseven@hotmail.com & deborahannbruce@hotmail.com
38	I would prefer to receive e-bills for my online banking. I'm not interested in automatic payments.
39	You could lower your outrageously high water rates.
40	Make paying bills easy and seamless. I have to hunt how to pay my bill using my credit card
41	Thank you
42	Upgrade the infrastructure so as to reduce the pressure at our homes
43	I think the service is just great
44	Reduce base charge to incentivize conservation.
45	not sure
46	no
47	Quality of water
48	Yes, I think they shld do monthly or bi-monthly updates addressing the. Community at the Town Hall City mtgs
49	No thanks
50	Reduce the cost. SV water is sooo expensive.
51	No
52	Lower prices, rates jumped a lot!
53	Lower water bill
54	No
55	no
56	N/A
57	I think the customer service is good enough now.
58	No
59	While technology is awesome, please don't forget those of us old-school people who still use a landline and like to be able to just call on the phone. You can Google landline to get information on that if you don't know what it is ha ha ha ha
60	reduce prices
61	Not sure, you are doing a good job
62	You guys are doing just fine, in my book....
63	no
64	More digital based communication
65	I would love to opt in and opt of emergency or important service alerts such as flushing system, etc.
66	No suggestions. I'm satisfied with current services.
67	Hi water usage, fire emergency etc should be immediately communicated via text, email.
68	I oppose improvements which would increase the cost to customers.
69	With all going on with the fires, nothing I can think of at the moment.
70	No comment

Scotts Valley Water District Customer Survey

71	no
72	HOA meetings to attend . Community reach out meetings .
73	no
74	Customer service is excellent!
75	Some type of leak detection
76	Not that I can think of
77	No. You are doing a good job. Normally we have no need to communicate, unless there is a problem, something that rarely happens.
78	everything's fine
79	I'm fine with how things are going but I'd like to learn about Smart water and get electronic bills notificationthrough my bank
80	soft water
81	Periodic reminders with bill or newsletter about rebate policies for interior water-saving devices and/or exterior landscape modifications or upgrades
82	Not that I can think of
83	N/A
84	are you hiring?
85	do not know right now
86	Maintain rates that encourage/support water usage that rebuilds and supports our natural environment.
87	None that I can think of.
88	Email or text alert when our bill is higher than normal...indicating a leak.
89	n/a
90	no
91	No
92	None
93	Allow for household size input- it isnt fair.that our family of 7, who conserves is billed the same way as a family of 4 who wastes water. We consistently fall under the suggested water limit per person but also are consistently being charged in the tier 2 or higher.
94	No
95	No
96	What is watersmart?
97	no
98	Tell me please when I can start using WaterSmart.
99	No
100	Lower my bill
101	Pretty good so far.
102	n/a
103	Nope
104	None
105	no

Scotts Valley Water District Customer Survey

106	Allow automatic bill payment from a bank account
107	No
108	I think WaterSmart already offers alerts? I have to check that out.
109	Water smart meter.
110	Just wish your rates weren't so high. I moved here from Bakersfield. I had 3X's the property and water needs for less than I pay here.
111	No
112	No
113	No
114	unsure
115	No
116	just keep sending wonderful workers to help all the old folks at Montevalle
117	no
118	no
119	Bring Back the Residential Recycled Water Program.
120	None at this time.
121	I've been very happy with customer service from SVWD. I have been to the office about 6 times in 6 years, and have always remarked that the staff is ready, willing, and able to help---- and with a smile! At almost 70 years old, I'm from a generation that remembers and values face to face interactions, so I'm grateful I can still go to the office,, even though I know the other methods of contact are probably more cost and time effective.
122	So far I have been very happy with the services
123	assistance in repairing/correc ting home sprinkler water problems
124	Decrease the cost!
125	No
126	No
127	None
128	Not that I can think of.
129	Not that I can think of.
130	No
131	I am very satisfied with current system
132	N/A
133	Make the water taste better and not leave white cloud on glasses
134	nope
135	no

Q13 Do you have any other comments, questions, or concerns?

Answered: 133 Skipped: 216

Scotts Valley Water District Customer Survey

#	RESPONSES
1	No
2	Not at this time. Thank you, Bonnie Roe
3	no
4	I would love to know how my water usage compares on average with my neighbors> I have a hard time with how high my water bill is becoming and wonder if it is somehow only us or is everyone seeing such a high usage (do we really use that much??) and bill increase. Scrubbed data (respecting privacy) would be great...
5	N/A
6	Not at this time
7	No
8	No
9	No
10	no
11	no
12	Nope
13	no
14	No
15	No
16	The number of new homes being added in Scotts Valley and the effect on the water supply
17	No
18	I remain thoroughly disgusted at the high connection rates charged bimonthly. My bill has doubled since your new scale was instituted. We use a minimum of water daily and there is no incentive for residential users to cut back since the bulk of our bill is connection fee. As a senior citizen and low user, my high bimonthly water bill is a major concern. Why are commercial rates lower than residential? (They pass their costs onto us anyway.) Why were new connection fees cut from \$600 to \$500 per unit right before so many new housing units were built in Scotts Valley? Since a co-developer of one such housing project is a member of the water board I feel things were not above board. And with over 100 new housing units added in the last 3 or 4 years, you "gave away" over \$10,000 that could have been applied to customers bimonthly connection fees to lower the impact of the increases. Had you raised the new unit connection fee to \$700, you would have over \$20,000 to help pay for infrastructure fixes/improvements.
19	Thank you
20	I really like the Water Smart website. During the recent evacuation, I received an email about a possible leak. It was very helpful & has been resolved.
21	No
22	No
23	NA
24	NO
25	Thank you
26	SVWD is doing a great job!
27	No
28	No, I am pretty happy with the job they do.

Scotts Valley Water District Customer Survey

29	No thanks!
30	Water pressure sucks but I think it's limited by the condo association because the plumbing is so bad.
31	no
32	No
33	No
34	No
35	Yes, we pay way too much for water.
36	Thank you
37	Upgrade the infrastructure so as to reduce the pressure at our homes
38	None
39	no
40	nope
41	I wld like yo know how the recent fires are impacting drinking water here in Scott's Valley
42	No
43	Good Work by everyone on the team.
44	I've had nothing but good experiences so far! Keep up the good work!
45	No
46	We have been sent email alerts when a leak is suspected, which has been VERY helpful.
47	Rates are too high.
48	No
49	Nonr
50	WaterSmart meters are terrific. I look at the online data regularly. Thank you!
51	no
52	No
53	I'm more concerned about aging infrastructure than about how to contact the office.
54	No
55	I have had a great deal of for success calling the water district and getting help for anything I need. Most recently it was a water leak and I received a great deal of help walking through repair. I really appreciate the fact that I can still, in this day and age, just make a phone call to my local district and receive the help I need. Thank you very much
56	no
57	I may have a water leak but can not find
58	NOPE
59	no
60	SVWD front office representatives have always been very attentive and kind. The district personnel are always knowledgeable as to what is the status of water issues. Appears to be well run. Keep up the good work.
61	no
62	I would like to see reports on what is IN the water.
63	None.

Scotts Valley Water District Customer Survey

64	Coordinate our response with SV Fire District to inform about emergency asap. Thanks
65	I'm concerned about the water leak we had on Aug. 21 after we were evacuated.
66	I would be interested in reading about the SLVWD inter-tie decision.
67	NA
68	I appreciate SVWD's efforts to provide good water to customers. Thank You for your efforts.
69	No
70	no
71	Our HOA has utilized SVWD resources and the help of Leianne (sp) . We are always struggling with antiquated water systems from 1985 and landscaping . She is a gem !
72	No
73	no
74	Any problem we've had is dealt with quickly, efficiently and with friendly, exceptional people!
75	No
76	no
77	I pay the water for a multi unit building that we own and rent out. Possibly it would benefit the tenants to be in touch with SV water, even though they do not pay for their water.
78	no
79	No
80	none
81	I have worked with Kathy and LeAnne many times and both are so helpful and fine! You are lucky to have them.
82	No
83	Not at this time
84	thanks for keeping the water flowing. Question, on the zayanty creek fish improvement, why did u cut the trees on that side, its going to undercut the mountain worst now??
85	no
86	N/A
87	Nope
88	No
89	I live on Silverwood dr and we have very high water pressure. We rely on regulators and the can fail and over pressure the house. I'd like to talk to a staff engineer about a better solution.
90	n/a
91	no
92	no
93	None
94	No
95	No
96	I didn't know there was the ability to receive e-bills, and would prefer that method of billing. I'd also like to say that the SVWD is great with wonderful staff and I've enjoyed my dealings with your department.
97	No

Scotts Valley Water District Customer Survey

98	No
99	possibly replace old water lines. The water might be great quality but the utility lines might be old and carrying impurities.
100	It would be nice to offer rebates for low-income families—like the CARES program from PG&E.
101	yes at this time with the evacuation I heard that SVWD had turned off our water. I can see turning off the electricity but not the water during this emergency.
102	Nope, you guys do an awesome job. Thank you
103	None
104	no
105	I've always had excellent customer service from SVWD and prefer speaking with people vs trying to explain on line, etc. but then I'm an old lady
106	No
107	Good job.
108	You are doing a great job. Thanks.
109	No
110	No
111	No
112	The smart meter notification of leak incidents was/is very helpful, along with the ability to track usage in daily (3 hr?) increments.
113	no
114	No
115	thanks for taking such good care of us
116	no
117	no
118	No
119	No
120	I'm appreciative of your efforts to include your customers in these decisions.
121	Water manager makes way way too much money
122	Will I be charged for utilities while evacuated
123	No
124	None
125	Thx for asking, but no.
126	No
127	No
128	My fees for water always seem high as compared to my actual water use.
129	Am I going to get my water box upgraded?
130	No
131	n/a
132	nope
133	no

AGENDA REPORT

Scotts Valley Water District

Date: 11/12/20

To: Board of Directors

Item: Consent 4.1

Subject: **Orchard Run Water Treatment Plant Improvements Construction Management and Inspection Services Contract Award**

Reason: Complies with Administrative Code Chapter 3 Internal Functions of the District

SUMMARY

Recommendation: Award contract and authorize the General Manager to execute an agreement with Psomas in the amount of \$299,000 for the Orchard Run Water Treatment Plant Improvements Project, Construction Management and Inspection Services.

Fiscal Impact: The total amount of the contact is \$299,000. Funds are available in the FY 2021 Capital and Maintenance Projects Program budget.

Previous Related Action:

On 07/09/20, the Board awarded contract to GSE Construction, Inc for Orchard Run Water Treatment Plant (ORWTP) Improvements Project.

BACKGROUND

Engineering and design for the ORWTP Improvements Project was completed in May of 2020. The design includes the addition of 2 GAC pressure filters to improve water aesthetics, upgraded chlorine analyzers, replacement of the 39,000-gallon backwash tank and the ammonia-based odor removal system with an upgraded bio scrubbing system.

The project was advertised for bids in June 2020 and the contract awarded to GSE Construction, Inc. in July 2020. The project is scheduled to be completed in Spring of 2021.

DISCUSSION

The District sent out a Request for Proposal (RFP) notification for Construction Management and Inspection Services for the ORWTP Improvements Project and received one comprehensive proposal from Psomas. The attached scope of work for construction management and inspection services includes construction administration and oversight, schedule review, construction observation, progress payments, permit compliance, equipment start up, specialty inspections and material testing, daily logs and documentation, change order preparation and issuance,

claims, certify substantial completion and final project acceptance, project closeout, etc. Pso-
mas will coordinate requests for information (RFI), progress payments, meeting schedules, etc.
with Kennedy Jenks who provide contract administration and engineering support services for
this project.

Submitted,

Piret Harmon
General Manager

Enclosed: Scope of Work and Budget

SCOPE OF WORK



Introduction

Psomas prides itself on always putting the Project first and maintaining a positive, professional, and respectful attitude. Psomas partners with all participants to achieve positive, practical outcomes for Project success. Project success is our top priority, which we achieve by keeping the contractor moving forward. We focus on identifying potential construction delays early and resolving them efficiently by collaborating with stakeholders, recommending practical solutions, and clearly communicating and documenting resolutions. This beneficial approach helps the contractor meet schedules. It also fosters a cooperative, rather than adversarial, change order negotiation process, which translates to timely resolution of cost issues and minimizes or avoids claims.

Our proposed Construction Management (CM) team will bring this partnering, proactive approach, and the experience and knowledge gained by our Project Manager, Melanie Carrido. She previously provided Project Management/ Construction Management (PM/CM) support for the District's Basis of Design discussions and the Polo Ranch development potable waterline installations. The following Scope of Work matches the specific tasks described in the RFP and Psomas' assessment of the anticipated support required for the Project.

Task 1 - Construction Administration

A. Coordination

At both the field and administrative level, we treat all stakeholders with respect and reasonableness, and are firm yet fair in enforcement of the contract. We will clearly communicate and consistently coordinate with all team players - the District, K/J, GSE, and others - to proactively inform and eliminate surprises. All affected parties will be made aware of issues as they arise.

Through the use of Procore, a cloud based real time project documentation program, Psomas will establish a Project team directory and easily accessible platform for all Project team participants to view and share information easily and efficiently.

B. Schedule Review

As noted in Section 1 – Project Understanding, schedule development, review and maintenance will be key for setting the stage for meeting a May 2021 delivery.

Melanie and Gary Skrel, the Project Principal, will review GSE's schedule submittal and provide feedback to help produce a baseline schedule for the Project that is realistic, usable, and contract compliant. Gary has previously worked with GSE on several projects and they welcome his input.



Psomas will review GSE's subsequent monthly schedule updates and will use the schedule as a tool for measuring progress of the Project in terms of critical submittal and procurement timelines, contractual milestones, constraint dates, and overall Project completion timeframes. In addition to our standard approach of identifying issues early and addressing them immediately to minimize schedule delays, we will work with GSE to identify time savings, specifically exploring options for sequencing concurrent activities to expedite startup and testing.

C. Progress Payments

For the Progress Payment process, Melanie and Larry Clough, our proposed inspector, will work together to review GSE's Schedule of Values at the beginning of the Project, confirm appropriateness for sufficiency in reflecting and tracking contractual work progress for monthly payments.

D. Permit Compliance Monitoring

Psomas is well versed in assisting clients in permit compliance. Melanie is a certified QSP who understands and assists contractors implement practical Best Management Practices (BMPs) consistent with Project specific Stormwater Pollution Prevention Plan (SWPPP) plans for the protection of waterways affected by work areas.

Melanie will work with GSE to prepare the necessary SWPPP documentation (Erosion Control Plan, BMPs) for establishing the Notice of Intent (NOI) and Stormwater Waste Discharge Identification (WDID) number required to start work. Since the ORWTP

is a self-contained site, BMPs should be straightforward and include construction entrance/exit measures to limit sediment tracking onto private access roads from truck traffic and offhaul during demolition. In addition drain inlet protection will be needed to prevent sediment migration to nearby Carbonera Creek.

Psomas will also monitor GSE's crews and the adherence of subcontractors to the submitted safety plan, as well as their shoring and safety plan during demolition work adjacent to the plant's retaining walls.

E. Submittal Prioritizing and Processing

Psomas will work with Kennedy Jenks to identify initial critical preliminary submittals necessary for the start of work or with long procurement timelines, including but not limited to GAC, Odor Scrubbing System and Welded Steel Tank submittals. In addition, prior to demolition work, noise abatement submittals, demolition plans, excavation and shoring, and planned material off haul and disposal plans.

Procure will be utilized to quickly and efficiently process submittals and Psomas will confirm completeness prior to forwarding to K/J or SVWD for review and secondly organize a submittal specific conference call with the GSE, their vendor, and Kennedy Jenks to clarify expectations if any submittal has more than one resubmittal iteration.

F. RFI Processing

Psomas will streamline the RFI process in two ways

1. Helping GSE to ask the question clearly and with recommendations if applicable - Psomas staff will work with GSE's field crews and/or Project Engineer to clearly frame and describe the question getting all information and working to recommend a practical field solution.
2. Eliminate Unnecessary RFI's - Psomas will, before passing on RFI's to K/J and/or the District, confirm the answer is not already provided in the Contract Documents. In case the answer is already available, Psomas will guide GSE to the Specification Section or Contract Drawing where

the information or answer can be found. This will also help preserve K/J's budget.

G. Planned Shutdowns and Startup and Testing Coordination

Since the ORWTP will be non-operational during the planned construction period, shutdowns and the planning required for operational shutdowns per-se will not be required. However, thorough planning associated with integration of new installations and improvements with the existing plant facilities will be key for a successful and efficient startup and testing of the facility.

Melanie, Larry and Gary, have many years experience working together on implementing improvements to water and wastewater treatment facilities which proves invaluable to guide the work from the planning stage through implementation. We will sit down with SVWD Operations to gain an in depth understanding of how their process works and how best to sequence and systematically test and integrate the mechanical appurtenances for the GAC treatment system, the blowers for the Odor Scrubbing System and the electrical power and SCADA controls for automatic operation of the new systems.

Based on this established understanding, startup and testing coordination meetings with SVWD, GSE, and K/J will be conducted to review and revise GSE's and their vendor's startup plan and schedule as-needed to match expectations and meet timelines.

H. Training

Using the developed Startup and Testing plan for working through functional, system and operational testing, Psomas will then guide the Project through to the training process. We will work GSE and their vendors to coordinate training SVWD operators to fully understand not only the basics of the new equipment but the overall operation of the newly improved plant.

Larry is particularly adept at providing clients with this niche service. In fact he has frequently been called back to assist Owners in training their staff on how to operate and troubleshoot issues as-needed post-construction of newly completed projects.

Melanie through clear and consistent communication providing detailed yet simple startup and training "look ahead schedules" provides an organized concise tool for coordinating vendors, contractor, and Owner's availability.



Task 2 – Construction Meetings

A. Pre-Construction Meeting

Psomas will initiate an internal kick-off meeting where expectations of the SVWD and affected stakeholders are introduced and discussed. This includes introduction of GSE personnel to site limitations and any access issues. Melanie will set up a Preconstruction Meeting where the

following will occur:

- ▶ Introduction of Project team members , SVWD, GSE, K/J, major vendor/installers, and the Psomas CM team.
- ▶ Review of GSE's schedule
- ▶ Review of Contract Requirements and highlights of expectations
- ▶ SWPPP Permit Requirements – MMRP Compliance and SMARTS
- ▶ Critical Submittal List
- ▶ Safety
- ▶ Excavation/Shoring Plan
- ▶ Soil Management
- ▶ Water Management
- ▶ Pre-construction surveys, video, and photographs with GSE

B. Progress Meetings

Melanie will prepare agendas for and run weekly Progress Meetings to assess Project status for schedule, planned work, changes and timely coordination of all Project team members. This is a key tool for consistent communication and identification of time sensitive issues that allows a partnering approach to resolve challenges quickly. If needed Melanie will also organize additional "off-line" coordination meetings as needed to expedite resolving field and/or design related items. These supplementary

meetings and Psomas' Records of Discussion have proven invaluable for Project success.

C. Progress Payment Meetings and Other Coordination Meetings

Informal Progress Payment Meetings will be held between Larry and GSE's on-site Superintendent or Foreman to obtain agreement on work completed every pay period. This will provide the basis for a streamlined Progress Payment review and processing procedure – allowing for timely payment to GSE.

Psomas frequently initiates “off-line” coordination meetings as-needed to address time sensitive or Project issues for collaborative coordination and timely resolution. These discussions are memorialized in simple records of discussion to confirm agreements reached for future reference and change documentation.

Task 3 – Construction Observation and Inspection

A. Construction Observation for Conformance

Quality Assurance is another key factor for Project success. Psomas' Inspector Larry Clough and Melanie Carrido will be the primary individuals responsible for construction observation and quality assurance. In addition, we are pleased to have Mike Stillian, provide specialized electrical inspection and supplemental inspection as-needed for the Project.

- i. Larry will coordinate closely with Melanie and K/J to address any unforeseen field conditions that may impact design assumptions and work through to timely resolutions.
- ii. Material Confirmation – Materials delivered to site for permanent incorporation in the work will be checked against approved submittals.
- iii. Testing Conformance – Testing requirements as specified in the Contract documents and industry standard tests will be witnessed and managed in the field by Psomas. These will include but not be limited to hydrostatic testing of the Welded Steel Tank, pipe testing and NETA testing for electrical components will be coordinated and witnessed by Psomas.

B. Specialty Inspection and Material Testing

- i. Larry and/or Melanie will coordinate special inspections and material testing as-needed to supplement Psomas' construction observation function. We have a long established working relationships with all of our subconsultants over the last decade supporting projects throughout Santa Cruz and Monterey Counties. These specialty inspections and material testing functions will be supported as follows:
 - ii. Bay Area Coatings Consultants, Inc. will provide specialized coatings inspection.
 - iii. Pacific Crest Engineering, Inc. will provide testing for soil compaction and concrete testing.
 - iv. Twining, Inc. will provide specialized welding inspection for the welded steel tank.

C. Equipment Startup

Larry will coordinate with GSE and their vendor representatives for proper field installation review and functional operation prior to system startup and testing for each major piece of equipment including the Odor Scrubbing System and the GAC Contactors.

Prior to equipment startup, Psomas will confirm the necessary testing and functioning of infrastructure such as safe power supply protocols, permit compliant methods of water handling and byproduct disposal and necessary disinfection procedures are thoroughly reviewed, vetted and implemented in a logical systemic sequence. In addition, Melanie and Larry will work with the entire Project team including SVWD Operations and K/J to confirm expectations, coordinate appropriate responsible parties and efficiently schedule all participants.

D. Daily Logs and Documentation

Inspector Daily Logs

Psomas will utilize Surface and Tablet technology to utilize Procure in the field for real time preparation of accurate daily reports. Through Procure, SVWD will have access to daily field reports at any point in the Project.

Project Photos

In addition, Procore provides instant access to photos taken by our Psomas team as part of their daily logs documenting issues and work progress. This is especially useful for SVWD's understanding of Project status and to prepare internal staff reports and Board presentations.

Document Control

Procore Setup - Melanie will create a Project directory based on Pre-Construction Meeting Attendees and their level of participation in the Project for the ORWTP Project.

Invitations will be sent out via Procore to K/J and GSE, and Psomas will follow-up with one-on-one training sessions for users new to Procore on an as-needed basis. Early on, Psomas recognized Procore as an efficient tool for managing projects and was an early adopter. As such, we are well versed in training project participants in the use of Procore. The application captures all project-related information including emails, submittals, RFIs, changes, and daily logs for easy access and reference at all times during construction.



With the independent cost estimate, Melanie will be able to review GSE's cost proposal for reasonableness and then start the process of fair, yet firm, discussions, and negotiations. Psomas will work with GSE to resolve change issues in a timely manner so work can proceed, and GSE is compensated as close to the performance of extra work as possible.

Task 4 – Construction Change Assistance

A. Change Management

Managing changes efficiently is another area of CM where Psomas provides extra value. We proactively identify potential changes or issues early and provide practical recommendations for resolution. We follow up with prompt, clear direction to GSE through Field Orders and Design Clarifications, as necessary, to keep daily progress moving forward - this is the mantra and focus of our CM team.

B. Independent Cost Estimates

When possible and time allows, forward-priced changes will be implemented. Psomas will prepare an independent cost estimate.

C. Cost Proposal Review

D. Field Order Preparation

Understanding that timely changes are integral to maintaining the Project's budget and schedule, Psomas is also a proponent of the Field Order process where time is of the utmost importance and work needs to occur as soon as possible. Psomas will work with GSE to determine the best field solution, with input from K/J, if needed, and will document and prepare a field order with a budgetary Not to Exceed amount (estimated by Psomas and discussed with GSE). This allows GSE to proceed on a Time and Material basis to implement the work quickly. Larry will work closely with GSE during field order work to reach agreement on hours and appropriate resource usage on a daily basis.

E. Change Order Preparation and Issuance

Whether extra work is addressed in forward priced and negotiated lump sum changes or field orders, costs will be reviewed and formalized in a contract change order by Melanie. Draft change orders will be reviewed internally with SVWD prior to issuance to confirm

authorization and agreement to both cost and time (if applicable).

Psomas will prepare internal Change Order memos, for the benefit of SVWD, describing the reason for the change, scope, and the backup for agreed-upon costs as well as an accounting of extra costs to-date for the Project. This synopsis provides documentation necessary for internal buyoff as well as memorialization of the decision making process.

Psomas will work with the SVWD and GSE to address any changes and change order processing in an efficient and timely manner to allow for inclusion and compensation in applicable progress payments.

F. Claims Responses and Notice of Potential Claims

Psomas understands the importance of building upon our good working relationships with GSE. Fair and firm is our approach that Larry utilizes and establishes in the field with the crews, foreman and superintendent. Melanie continues the same respectful approach with GSE's Project Manager and Gary with GSE's Principals. In essence, Psomas' approach to claims is to prevent them from occurring by addressing issues at the lowest level possible.

If the claim cannot be resolved at the field level, it will be elevated to the management level for discussion with GSE and SVWD counterparts, and Gary if required.

This approach minimizes the likelihood of unresolved issues which lead to potential claims. However, if needed Psomas will provide claims assistance and potential claim responses with necessary documentation to assess the merit of claims and either refute or help SVWD reach a fair resolution with GSE.

Task 5 – Project Closeout

As the final phase of the Project is nearing completion, Psomas will guide the Project through to Substantial Completion and Final Completion as follows:

A. Preliminary Observation List

Larry will work with GSE prior to Substantial Completion preparing a list of preliminary items needed to obtain Substantial Completion. This list typically includes proper functioning and scheduling of testing of major system components and associated work needed to achieve that goal.

B. Certificate of Substantial Completion

Once the preliminary observation list items are completed and GSE submits their request for Substantial Completion acceptance, Melanie will review and confirm that all contract administration items required for Substantial Completion have been met and verify that SVWD is in agreement. Once this is verified, Melanie will issue a certificate of Substantial Completion and formal notice to GSE with a finalized Punchlist mutually prepared by SVWD, Larry, and Melanie.

C. Final Acceptance

After Punchlist items are addressed to the satisfaction of SVWD and Psomas, a Final Acceptance Letter will be issued. Steps for reaching final acceptance will include preparation of any final cost change orders, progress payments and confirmation of administrative closeout submittals including as-built drawings, training, operation manuals, spare parts and warranties.

As part of Final Acceptance, Psomas will coordinate with all Project stakeholders, including Operations and Management staff, to confirm that all outstanding concerns have been addressed and Final Acceptance can be granted. Psomas will recommend final Project Acceptance, to start the contractual Retention Release Period.

In summary, during all phases of construction, Psomas' CM team is flexible and streamlined to provide SVWD with cost efficient and value driven CM personnel. In addition, Melanie, Larry, and our specialized subconsultants provide a unified and well coordinated unit with a comprehensive skill set to provide the level of quality assurance, technical coordination, and experience required to manage the ORWTP Project.



Table 1 Scotts Valley Water District Orchard Run Water Treatment Plant Aesthetic Water Quality Improvements Propose Budget by Task October 9 2019		
RFP Scope	Base Service	Amount
Task 1	Construction Administration	\$20,000
Task 2	Construction Meetings	\$10,000
Task 3	Construction Observations & Inspection	\$234,500
Task 4	Construction Change Assistance	\$20,000
Task 5	Project Closeout	\$12,000
Expenses	Other Direct Costs	\$2,500
	Total	\$299,000

Table 2 Scotts Valley Water District Orchard Run Water Treatment Plant Aesthetic Water Quality Improvements Hourly Billing Rates October 9 2019	
Classification	Hourly Fee Range
Principal/Program Manager	\$225 - \$265
Construction Manager	\$165 - \$220
Office Engineer/Field Engineer	\$100 - \$165
Inspector (Prevailing Wage)	\$160 - \$170
Administrative Support	\$90 - \$110

Notes & Assumptions

Applicable to Fee Proposal & Hourly Billing rates

- ▶ Psomas' rates are valid through December 2021 and include all expenses for home office expenses, in-house reproduction, and local travel. Prevailing wage rates may need to be adjusted depending on the State of California's rate adjustments.
- ▶ Anticipated construction dates:
 - Construction Start: November 1, 2020
 - Substantial Completion: May 15, 2021
 - Complete Close-Out: June 28, 2021
- ▶ Other direct costs allowance is for extraordinary field office expenses.

Table 3
Scotts Valley Water District
Orchard Run Water Treatment Plant Aesthetic Water Quality Improvements

Proposed Budget
October 9, 2020

Psomas Labor Description		Labor Forecast (hours/rate/amount)		Amount
Title	Proposed Staff	Hrs	Rate	
Principal/Project Manager	G. Skrel	allowance		\$ 1,500
Construction Manager	M. Carrido	320	\$ 190	\$ 60,800
Inspector	L. Clough	290	\$ 170	\$ 49,300
Electrical/Utility Inspector	M. Stillian	600	\$ 170	\$ 102,000
Psomas Base Labor Subtotal		1,210		\$ 213,600
Psomas Other Direct Cost Allowance				\$ 2,500
Subconsultants				
Pacific Crest Engineering, Inc.		allowance		\$ 25,000
Beecher Engineering, Inc.		allowance		\$ 12,000
Bay Area Coatings Consultants, Inc.		allowance		\$ 17,000
Twining, Inc.		allowance		\$ 25,000
Subconsultant Subtotal				\$ 79,000
Subconsultant 5% Mark Up				\$ 3,900
Subconsultant Total				\$ 82,900
Total Base Services				\$ 299,000

AGENDA REPORT

Scotts Valley Water District

Date: 11/12/20

To: Board of Directors

Item: Consent 4.2

Subject: **2020 Urban Water Management Plan (UWMP) Contract Award**

Reason: Complies with Administrative Code Chapter 3 Internal Functions of the District

SUMMARY

Recommendation: Award contract and authorize the General Manager to execute an agreement with Water Systems Consulting in the amount of \$119,971 for development of the 2020 Urban Water Management Plan for San Lorenzo Valley Water District and Scotts Valley Water District.

Fiscal Impact: The total amount of this contact is not to exceed \$119,971 of which San Lorenzo Valley Water District will reimburse 50% to Scotts Valley Water District. Funds are available in the FY 2021 budget.

Previous Related Action: On 10/19/20, the Water Resources and Engineering Committee reviewed the results of the competitive process (Request for Proposals) and recommended for board to award the contract to Water Systems Consulting.

On 11/05/20, the San Lorenzo Valley Water District Board of Directors discussed the item and scheduled it for a special meeting on 11/10/20 for further consideration.

BACKGROUND

The California Water Code requires urban water suppliers within the state to prepare and adopt an UWMP for submission to the California Department of Water Resources (DWR). The UWMPs, which are required to be filed every five years, must satisfy the requirements of the Urban Water Management Planning Act of 1983 (the Act) and applicable regulations.

The purpose of the UWMP is for water suppliers to evaluate their long-term resource plans and establish management measures to ensure adequate water supplies are available to meet existing and future demands. The UWMP provides a framework to help water suppliers maintain efficient use of urban water supplies, continue to promote conservation programs and policies, ensure that sufficient water supplies are available for future beneficial use, and provide a mechanism for response during drought conditions.

DISCUSSION

California Water Code permits water suppliers to complete joint plans allowing for reduced preparation costs, contribute to area wide conservation, and improved local drought resistance. Scotts Valley Water District (SVWD) approached the San Lorenzo Valley Water District (SLVWD) with the idea of a joint UWMP and in September released a Request for Proposals (RFP). The Two proposals were received, from Water Systems Consulting, Inc. (WSC) and West and Associates. Staff along with respective Board Committees at each District evaluated the submittals and unanimously recommend moving forward with WSC's based on following considerations:

- Firm's coordination and collaboration with the State (DWR) and a perceived deeper understanding of the UWMP requirements;
- Extensive knowledge of SLVWD & SVWD infrastructure and service areas;
- Experience with the Santa Margarita Groundwater Agency (SMGWA) and other regional agencies;
- Local expertise of the hydrogeology sub-consultant Montgomery & Associates;
- Previous experience preparing the District's past UWMPs and regional water suppliers UWMPs.

Submission of the completed 2020 UWMP is due to the DWR on July 1, 2020. It is recommended the plan development move forward as quickly as possible to allow for smooth submittal.

Submitted,

Piret Harmon
General Manager

Enclosed: Proposal, Water Systems Consulting



PROPOSAL FOR

SAN LORENZO VALLEY WATER DISTRICT AND SCOTTS VALLEY WATER DISTRICT



2020 URBAN WATER MANAGEMENT PLAN

**Ms. Piret Harmon**

Scotts Valley Water District
2 Civic Center Drive
Scott Valley, CA 95066

WSC Main Office

805 Aerovista Place, Suite 201
San Luis Obispo, CA 93401
Phone: (805) 457-8833

WSC's Project Manager

Spencer Waterman
(805) 457-8833, ext. 102
swaterman@wsc-inc.com

WSC's Principal in Charge

Kirsten Plonka ^{PE}
(858) 397-2617, ext. 304
kplonka@wsc-inc.com

Dear Ms. Harmon,

The Scotts Valley Water District (SVWD) and the San Lorenzo Valley Water District (SLVWD) (together, the Districts) have a great opportunity, through the development of the 2020 Urban Water Management Plan (UWMP), to create a compliant UWMP document that clearly establishes and communicates your progress toward a sustainable and resilient water future. Water Systems Consulting, Inc. (WSC) is excited to have the opportunity to present our team and approach that will deliver a compliant UWMP for the Districts. Based on our understanding of the Districts' priorities and objectives, WSC will provide a comprehensive approach that delivers:

Understanding of Regional Resources and Vision. We completed SLVWD's 2015 UWMP and are preparing a 2020 UWMP and planning documents for several local water providers, including SVWD's 2020 Consolidated Capital Improvement Plan (CIP), Soquel Creek Water District and the Santa Margarita Groundwater Agency. This relevant regional work, coupled with our strong understanding of your data, resources, and vision enables us to efficiently prepare your joint 2020 UWMP. We will apply our knowledge and familiarity with your resources and systems to deliver a UWMP that accurately reflects both Districts' current and future conditions.

Trusted Guidance. WSC is participating in the California Department of Water Resources (DWR) UWMP Guidebook Workgroup to help develop the 2020 UWMP Guidebook. We understand the new requirements because we are helping to create them. Using this expertise, we will guide you through new DWR requirements and help you achieve your objectives and DWR compliance.

Effective Collaboration and Communication. WSC will foster effective collaboration and maintain timely communication by leveraging technology, including virtual meetings and online collaboration platforms, to drive efficiency, accountability, and transparency.

We are excited for the opportunity to work alongside the Districts and to help achieve your 2020 UWMP objectives. We welcome the opportunity to discuss our proposal with you in more detail, and to answer any questions you may have. Please contact our Project Manager, Spencer Waterman, or our Principal in Charge, Kirsten Plonka, with any questions. Thank you for this opportunity, and we look forward to your response.

Sincerely,
Water Systems Consulting

Two handwritten signatures in black ink. The signature on the left is "Spencer Waterman" and the signature on the right is "Kirsten Plonka".

Spencer Waterman
Project Manager

Kirsten Plonka ^{PE}
Principal in Charge

Executive Summary

Innovative, Experienced, & Committed

WSC's team brings unmatched local and statewide experience and expertise based on previous and ongoing local work for the districts, as well as preparation of more than 50 UWMPs across the state.



Based on our understanding of the Districts' priorities and needs, WSC will provide the Districts with:

1

UNDERSTANDING OF REGIONAL RESOURCES AND VISION

Our UWMP and planning work with local suppliers will enable us to apply our knowledge and familiarity to your resources and systems to deliver a UWMP that accurately reflects both Districts' current and future conditions.

2

TRUSTED GUIDANCE

We will guide you through new DWR requirements and help you achieve your objectives as we update demand, supply, 5-year DRA, and WSCP analyses using our expertise from participating on the 2020 UWMP Guidebook Workgroup.

3

EFFECTIVE COLLABORATION AND COMMUNICATION

We will leverage our experience to foster effective collaboration and maintain timely communication by utilizing technology, including virtual meetings and online collaboration, to drive efficiency, accountability and transparency.

Our Understanding of Your Needs

This joint UWMP signals a renewed partnership between SVWD and SLVWD that will help to create consistency across multiple planning efforts. The Districts are seeking a consultant who can deliver a compliant UWMP that efficiently addresses new requirements while positioning the Districts for future required reporting.

These forthcoming requirements have impacts that need to be identified, analyzed, and understood within a practical range of possibilities to inform the Districts' water use efficiency and supply reliability initiatives policies and management.

Our Approach to Achieving Your Goals

We will draw upon our extensive experience developing UWMP updates throughout the state to provide you value and efficiency at each step in the process

We will draw upon our previous work in the region to lead an insightful process that easily integrates with your existing and future planning efforts. WSC and Montgomery and Associates can leverage first-hand knowledge of factors driving demand and supply reliability. Our team will collaborate with both Districts' staff to efficiently collect data and minimize staff time.

Our detailed approach and scope of work for the 2020 UWMP are included in the following pages.

Collaborative & Efficient 2020 UWMP Compliance



Understanding and Approach

Project Understanding

The Districts have a long history of integrated water resources planning that exceeds state mandated requirements. The planning efforts include robust resources and facilities plans for water, sewer, and recycled water systems. The Districts have teamed to hire a consultant to prepare their joint 2020 UWMP. The UWMP will build from, and integrate with, the other important planning efforts to meet DWR's requirements while presenting a cohesive and coherent view of the Districts' 25-year plan for managing water supplies and demand.

Project Approach

WSC will prepare a complete and high-quality joint or coordinated 2020 UWMP that meets DWR's requirements, integrates with the Districts' related planning efforts, and provides a clear and well-communicated view of the Districts' 25-year water resources plan.

WSC's Approach Delivers:

Understanding of Regional Resources and Vision. Through ongoing work with both Districts, WSC understands what has changed since 2015, and we will apply our knowledge and familiarity with your resources and systems to deliver a UWMP that accurately reflects both Districts' current and future conditions. We are preparing a 2020 UWMP and planning documents for several local water providers, including SVWD, Soquel Creek Water District, and the Santa Margarita Groundwater Agency. This relevant regional work, coupled with a strong understanding of your data, resources, and vision, enables us to efficiently prepare your joint 2020 UWMP.

Trusted Guidance. WSC is participating in the DWR UWMP Guidebook Workgroup to help develop the 2020 UWMP Guidebook. We understand the new requirements because we are helping to create them. Using this expertise, we will guide you through new DWR requirements and help you achieve your objectives and DWR compliance as we update demand, supply, 5-year Drought Risk Assessment (DRA), and Water Shortage Contingency Plans (WSCP) analyses.

Effective Collaboration and Communication. Communication and collaboration are the foundation of our work. Through our relationships with both Districts, WSC will foster effective collaboration and maintain timely communication by leveraging technology, including virtual meetings and online collaboration, to drive efficiency, accountability and transparency. Our integrated engineering and communications teams lead the water industry in outreach and communication and can provide value added services to help the Districts communicate the results of this work to customers, elected officials, executive management, staff, and stakeholders.

Key Success Factors

Based on our understanding of the District's needs for this project, we have identified the following factors that define project success:



Meet all of DWR's requirements for a 2020 UWMP



Meet internal schedule deadlines and deliver a complete, high-quality plan to DWR by July 1, 2021



Engage with both water districts to prepare plans that demonstrate coordination and consistency



Demonstrate the value of the Districts' water assets and the resiliency provided to the community



Update demand projections to reflect new data sets and climate conditions



Provide an effective outreach and communication process that meets DWR's requirements and enhances customer relations



Inform and engage both Districts' staff without overburdening their time

Understanding of Regional Resources & Vision

An Informed and Engaged Partner You Can Trust

Through our work together on SLVWD's 2015 UWMP and SVWD's 2020 Consolidated CIP, WSC has gained insight into each Districts' infrastructure, resources, and vision. WSC also brings an in-depth understanding of the regional projects and programs the Districts are participating in, and our team members have played significant roles in many regional planning efforts such as the Santa Margarita Groundwater Sustainability Plan (GSP). This knowledge and insight will enable us to efficiently produce the Districts' 2020 UWMP and maintain consistency with related planning efforts.

Water Resources Management

SVWD and SLVWD produce most of their water from the Santa Margarita Groundwater Basin area, which is shared with other local suppliers including the City of Santa Cruz. SVWD solely uses groundwater for potable supply and provides non-potable recycled water. SLVWD uses a combination of surface water and groundwater supplies. The Districts are both part of the Santa Margarita Groundwater Agency to ensure groundwater compliance is maintained and that supplies are sustainable. Through our current work together on projects such as the GSP, WSC and our partner, Montgomery & Associates, have an in-depth understanding of the Districts' groundwater management activities.

New State regulations necessitate overhauling both Districts' WSCPs as part of the 2020 UWMP. The Districts will need to describe the supply reliability, procedures for annual water supply and demand assessment, six water shortage levels, response actions, communications, enforcement, legal authority, financial consequence, monitoring procedures, and reevaluation procedures.

We have developed an approach to meet the WSCP requirements based on comparisons of relevant work for similar nearby coastal communities, our UWMP Guidebook knowledge, and our review of the Districts' existing documents. The 2015 UWMPs and existing WSCPs provide a framework that can be updated with collaboration and expertise from the Districts' staff and Boards to meet new DWR requirements.

Through our previous WSCP experience, WSC learned the importance of involving key decision-makers and customers early in the development process. Developing and completing the WSCP early in the project schedule is a high priority and will require coordination with the Districts' staff, Board of Directors, neighboring agencies, and the public. To support this effort, we propose to conduct a WSCP Stakeholder Workshop to discuss the implications of potential policies and gain consensus on an approach. WSC will leverage its WSCP regulations guidance insight from our work with Soquel Creek Water District and being in the DWR UWMP Guidebook Workgroup to make sure the Districts can develop a compliant WSCP.

Trusted Guidance

We Will Prepare a Seamless Update and Provide Expert UWMP Guidance

WSC has worked on approximately 50 UWMPs since the 2005 cycle, including 17 during the 2020 cycle and 28 during the 2015 cycle. We are UWMP experts, and we apply best practices and DWR insight across every UWMP that we prepare. We will apply this expertise to operate efficiently and complete the Districts' UWMP to meet all statutory requirements on a compact schedule. There have been some significant changes to UWMP requirements since 2015. WSC's Project Manager, Spencer Waterman, is serving on DWR's 2020 UWMP Guidebook Workgroup and WSC staff are participating in DWR's 2020 Data Streamlining Workgroup. WSC will proactively monitor and report back on changes to UWMP requirements through WSC staff's participation on the DWR Workgroups, enabling the team to bring the most up-to-date knowledge to this project and to get a head-start on the process.

Positioned for Ongoing Compliance

New WSCP requirements will include laying out protocols for future annual reporting. WSC will work with the Districts to develop a plan that sets the framework for these annual reports to be produced efficiently and accurately.

Partnering with the Districts

Leveraging the Districts' expertise, knowledge, and completed work will allow WSC to target its efforts towards developing only what is necessary. Previous and ongoing work will provide a bulk of the information needed to update the 2020 UWMP.

We will focus most of our efforts to fill in gaps and meet new requirements that haven't already been addressed. WSC intends to review and provide guidance on the Districts' existing WSCP, which can be leveraged to develop the 5-Year DRA. DWR's new DRA methodology offers an opportunity to consider "new normal" supply and demand trends and projections. These methodologies and data can be incorporated with WSC's UWMP toolset to develop the basis for DWR's required new five-year reliability analysis.

The table at the top of the next page shows the level of effort that is expected to meet all major new UWMP requirements, with the WSCP and 5-Year DRA typically requiring the largest effort. DWR is still finalizing guidance for the Water Supply and Demand Assessment (WSDA), but the Districts will need to develop a written decision-making process to make a determination each year about the risk of a shortage.

WSC will work with both Districts to develop the appropriate framework for inclusion in the UWMP and set the foundation for their first required WSDA, which will be due in July 2022.

New Requirements Increase the Level of Effort to Develop the 2020 UWMP and Allow Water Agencies to Manage Water Resources Locally

UWMP	TYPE OF EFFORT	ESTIMATED EFFORT	
1	WSCP with prescriptive elements	Analysis, Description, Policy Decisions & Codification	Significant
2	5-Year DRA	Analysis, Description, Policy	Significant
3	Layperson's description of reliability	Description	Limited
4	Long-term forecast for each water supply source, including climate change and supporting information	Analysis, Description	Potentially Significant
5	Incorporation of projected land use changes in demand forecasting	Analysis, Description	Potentially Significant
6	Seismic risk assessment and mitigation plan	Description	Limited to Potentially Significant
7	Energy analysis now required	Analysis, Description	Limited to Potentially Significant
8	Water savings from codes/standards/ etc. now required	Analysis, Description	Limited to Potentially Significant
9	Include 5 previous years of system water losses	Analysis, Description	Limited to Potentially Significant
10	Include GSP	Description	Limited

The new requirements provide the opportunity to:

Define and plan out short-/long-term water shortage scenarios specific to your system. **Opportunity** to define what a water shortage means for your agency, not the State or other agencies.

Customize Shortage response actions, demand management measures, and supply projects to address potential supply gaps. **Opportunity** to justify short-/long-term demand reduction programs/projects or supply projects.

Prepare for required annual reporting or other communication channels.

Opportunity to connect UWMP data to annual reporting and management actions for customer education.

Effective Collaboration and Communication

We Build Upon Our Existing Outreach and Communication Success

Timely communication and effective collaboration with the Districts is critical to deliver a high quality document on schedule and on budget.

Collaboration Tools Drive Efficiency, Transparency, and Accountability

WSC proposes to use Microsoft Teams as an online collaboration tool to collect data, track action items, share updates, review and edit draft documents and collaborate with the entire project team. The Teams site will serve as the hub for project information and status and will facilitate flow of information to keep the project on track. It can be accessed by any team member at any time and will provide efficiency, accountability and transparency.

Effective Virtual Communication Connects Stakeholders and Team Members

Clients have come to rely on and appreciate our ability to work remotely as an internal team, with client teams and stakeholders. Through the duration of COVID-19 restrictions, WSC will deliver interactive workshops as virtual experiences using meeting platforms like Microsoft Teams, GoToMeeting, or Zoom, and collaboration tools like virtual white-boarding.

WSC Guides Innovative Solutions Through Award-Winning Communications

Many of our clients trust us to help them communicate with their staff, regional stakeholders, elected officials, and the public for their most important projects. We help them build support and understanding through outreach that conveys benefits, opportunities, and value. For example, we are supporting the City of Ventura in the development of its Ventura Water Pure project through the design of effective messages, graphics, and brand. WSC also won the 2019 WateReuse Association Award for Excellence in the category of Outreach and Education for our communications work on the City of Pismo Beach's seawater intrusion prevention project, Central Coast Blue.

Creative Alternatives

We Support the Collaboration of SVWD and SLVWD on a Joint UWMP

Through our engagement with the Santa Margarita GSP, we understand how the UWMP will influence the GSP project and the two projects dovetail nicely. We have teamed with Montgomery & Associates to ensure seamless data sharing between the two projects, minimizing District staff time.

In addition, since WSC prepared the 2015 UWMP for SLVWD, we can leverage work previously done to update data for the 2020 UWMP. Recognizing that SLVWD staff is extremely busy with recovery efforts from the recent wildfire, this will reduce data requests and staff time.

Contact Information/Organization and Experience of Project Team

Team Qualifications

Meet Your Team

WSC's team is organized to work collaboratively with the Districts to apply proven approaches, state-of-the-art tools, and knowledge-driven innovation to deliver truly outstanding results.

WSC's proposed Project Manager for the 2020 UWMP Update is Spencer Waterman. Spencer has worked on nearly 40 UWMPs for clients across California. He will be supported by our proposed Lead Author, Heather Freed, and proposed Principal in Charge, Kirsten Plonka. Kirsten is an experienced planner with nearly two decades of experience, the majority of which was spent working for public utilities, including for SVWD and SLVWD. Dan Heimel will provide his extensive regional insight to our team in the role of Quality Control/Quality Assurance (QA/QC) Lead. Dan has led numerous local water resources and water system planning projects.

Our team includes subject matter experts, planners, engineers, and hydrogeologists who have relevant knowledge and experience working in the region and will support the development of an efficient, defensible, and compliant UWMP. WSC has the capacity to perform the work within the time limitations considering our current and planned workload and our current and planned work force. WSC's proposed staff resumes are included in Appendix A.



Our core team has completed numerous UWMPs together, including San Lorenzo Valley's 2015 UWMP, and we have developed tools, processes, and working relationships that increase quality and efficiency.



Spencer Waterman, Project Manager

Spencer has worked on UWMPs for more than 40 water utilities and is a member of the Department of Water Resources (DWR)'s 2020 UWMP Guidebook Workgroup, which is responsible for developing guidance to meet new requirements.

PROJECT EXPERIENCE

- 2015 and 2020 UWMP, Soquel Creek Water District, Project Manager/Demand Projections Lead
- 2015 UWMP, California American Water Company, Monterey County District, Project Manager
- 2015 UWMP, Cities of Arroyo Grande, Grover Beach, and Pismo Beach, Project Manager
- 2015 UWMP, City of Lompoc, Lompoc, CA. Lead Author
- 2020 UWMP, City of Oxnard, Project Manager
- 2020 Enhanced Urban Water Management Plan, City of Santa Barbara, Supply and Demand Lead
- 2020 Regional UWMP, Desert Water Agency, Supply and Demand Lead

Contact Information:

Water Systems Consulting, Inc.

805 Aerovista Pl.
San Luis Obispo, CA 93401

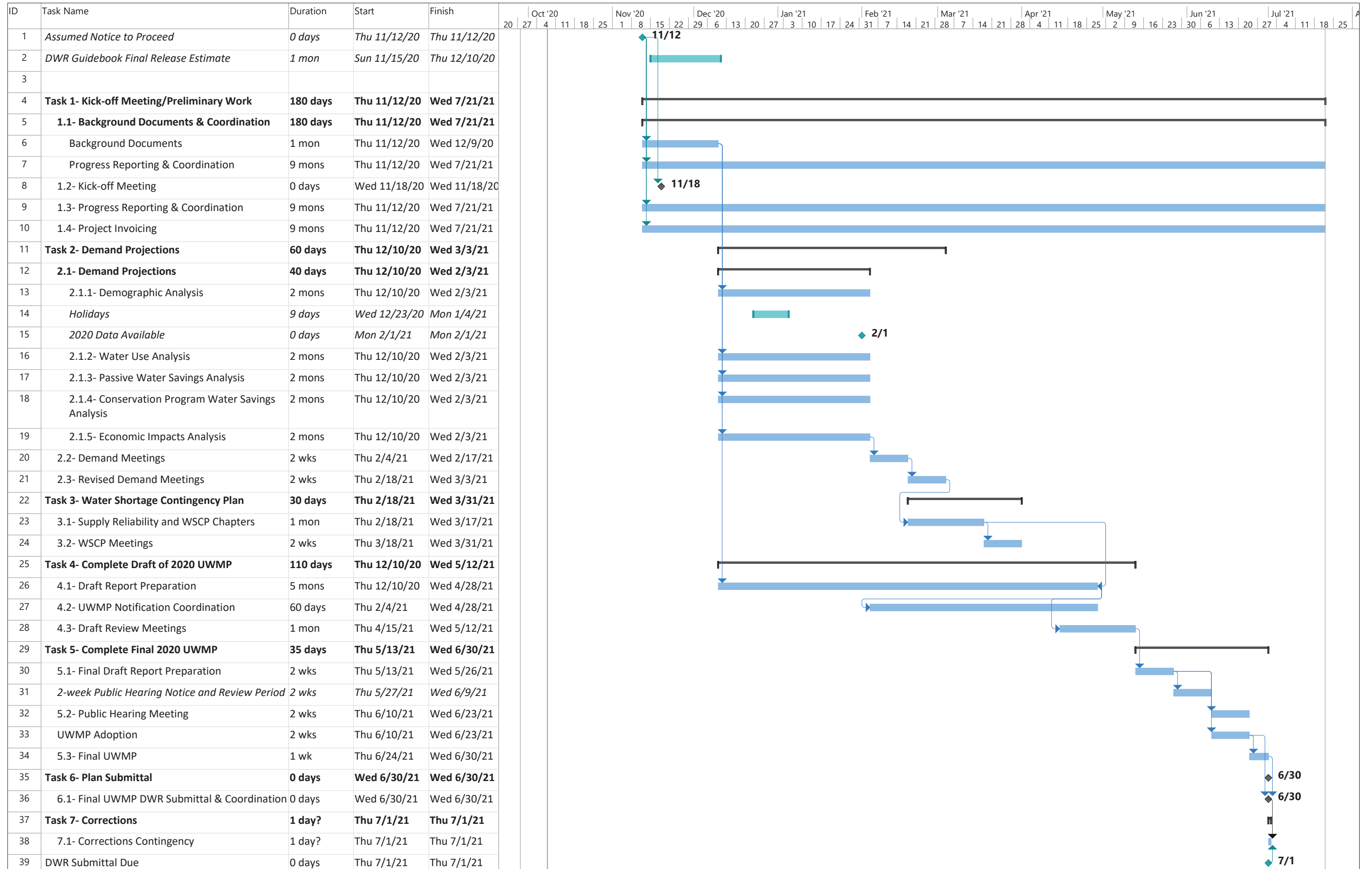
Type of Corporation:
S-Corporation

Employees: 50

Contact: Spencer Waterman
(805) 457-8833 ext. 102
swater@wsc-inc.com

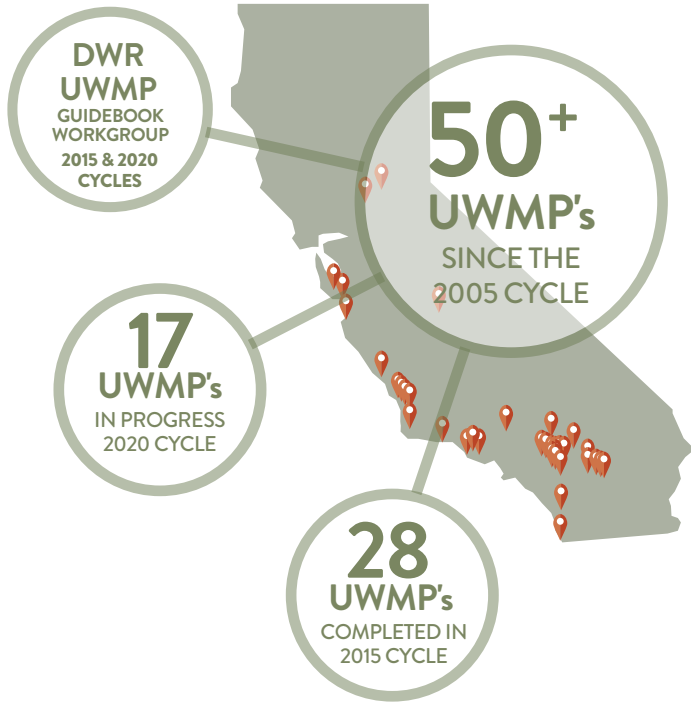
*WSC's staff list and job roles can be found in our hourly rate sheet in Appendix B.

Proposed Schedule



We are UWMP Experts

Demonstrated Expertise, Proven UWMP Qualifications



WSC is an industry leader at preparing UWMPs, especially for coastal municipalities like the Districts. Our team completed 28 UWMPs during the 2015 cycle, and has worked on more than 50 since the 2005 cycle. Our experts continue to support agencies in updating their analytical toolsets to reflect new information about changes in supply and demand assumptions. The tools and lessons learned during previous cycles empower WSC to prepare efficient, cost-effective, and useful UWMPs that integrate well with other water resources planning documents.

References from WSC's past UWMP projects:

- Shelly Flock | Conservation & Customer Service Field Manager | Soquel Creek Water District | (831) 475-8501 x156 | shelleyf@soquelcreekwater.org
- Mark Reifer | Engineering Manager - Project Delivery | California American Water | (626) 614-2517 | mark.reifer@amwater.com
- Benjamin Fine | Public Works Director/City Engineer | City of Pismo Beach | (805) 773-7037 | bfine@pismo-beach.org

*additional references and detailed project descriptions are available upon request.

The table below summarizes WSC's experience providing UWMP and water planning services in recent years.

We apply our experience to develop clear, forward-looking documents that help our clients to meet regulatory requirements, maintain and operate their facilities, and budget and plan for future resiliency and sustainability.

	UWMP	RISK & RESILIENCE PLANNING	SUPPLY AND DEMAND	CAPITAL IMPROVEMENT PLANNING	WATER SHORTAGE CONTINGENCY PLAN	DROUGHT RISK ASSESSMENT	COMPLETED WITHIN BUDGET AND SCHEDULE	STAKEHOLDER COMMUNICATION
SOQUEL CREEK WATER DISTRICT	✓		✓		✓	✓	✓	
SAN LORENZO VALLEY WATER DISTRICT	✓	✓	✓		✓	✓	✓	
SCOTT'S VALLEY WATER DISTRICT			✓	✓	✓	✓	✓	
CALIFORNIA AMERICAN WATER (MONTEREY DISTRICT)	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF PISMO BEACH	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF ARROYO GRANDE	✓	✓	✓	✓	✓	✓	✓	
CITY OF SANTA BARBARA	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF FRESNO	✓	✓	✓		✓	✓	✓	✓
BIG BEAR CITY COMMUNITY SERVICES DISTRICT	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF GROVER BEACH	✓	✓	✓		✓	✓	✓	
CITY OF VICTORVILLE	✓	✓	✓	✓	✓	✓	✓	
CAMBRIA COMMUNITY SERVICES DISTRICT	✓	✓	✓	✓	✓	✓	✓	✓
CITY OF OXNARD	✓	✓	✓	✓	✓	✓	✓	✓
PLACER COUNTY WATER AGENCY	✓	✓	✓		✓	✓	✓	✓
ANTELOPE VALLEY EAST-KERN WATER AGENCY	✓	✓	✓	✓	✓	✓	✓	✓
EASTERN MUNICIPAL WATER DISTRICT	✓	✓	✓	✓	✓	✓	✓	✓
WESTERN MUNICIPAL WATER DISTRICT	✓	✓	✓	✓	✓	✓	✓	✓

Proposed Total Cost and Fee Schedule

SLVWD & SVWD
 2020 UWMPs for SLVWD & SVWD
 Cost Proposal
 10/8/2020



Task No.	Task Description	WSC						Montgomery & Associates		ALL FIRMS				
		PIC	QA/QC	PM	Supporting Author	Supporting Author	Admin/Clerical	WSC Labor Fee	Labor Hours	Labor Fee	Total Labor Hours	Total Labor Fee	Expenses	Total Fee
		Kirsten Plonka	Daniel Heime	Spencer Waterman	Heather Freed	Patricia Olivas	Kay Merrill							
	<i>Billing rates, \$/hr</i>	\$250	\$230	\$190	\$165	\$135	\$145							
1	KICK-OFF MEETING/PRELIMINARY WORK													
1.1	Background Review			8	8	24		\$ 6,080	12	\$ 2,967	52	\$ 9,047	\$ 200	\$ 9,247
1.2	Kick-off Meeting	2		2		8		\$ 1,960	6	\$ 1,484	18	\$ 3,444	\$ 100	\$ 3,544
1.3	Progress Reporting & Coordination			9		4.5		\$ 2,318			13.5	\$ 2,318	\$ 100	\$ 2,418
1.4	Project Invoicing			4.5			22	\$ 4,045			26.5	\$ 4,045	\$ 200	\$ 4,245
	SUBTOTAL	2	0	23.5	8	36.5	22	\$ 14,403	18	\$ 4,451	110	\$ 18,853	\$ 600	\$ 19,453
2	DEMAND PROJECTIONS													
2.1	Demand Projections			12		40		\$ 7,680	16	\$ 3,956	68	\$ 11,636	\$ 300	\$ 11,936
2.2	Demand Meetings			4		8		\$ 1,840			12	\$ 1,840	\$ 100	\$ 1,940
2.3	Revised Demands Meetings			2		4		\$ 920			6	\$ 920	\$ -	\$ 920
	SUBTOTAL	0	0	18	0	52	0	\$ 10,440	16	\$ 3,956	86	\$ 14,396	\$ 400	\$ 14,796
3	WATER SHORTAGE CONTINGENCY PLAN													
3.1	Supply Reliability and WSCP Chapters	8		12	8	40		\$ 11,000	80	\$ 19,780	148	\$ 30,780	\$ 400	\$ 31,180
3.2	WSCP Meetings			4		8		\$ 1,840	12	\$ 2,967	24	\$ 4,807	\$ 100	\$ 4,907
	SUBTOTAL	8	0	16	8	48	0	\$ 12,840	92	\$ 22,747	172	\$ 35,587	\$ 500	\$ 36,087
4	COMPLETE DRAFT OF 2020 UWMP													
4.1	Draft Report Preparation	4	4	12	16	40		\$ 12,240	32	\$ 7,912	108	\$ 20,152	\$ 500	\$ 20,652
4.2	UWMP Notification Coordination			2		4		\$ 920			6	\$ 920	\$ -	\$ 920
4.3	Draft Review Meetings			8		16		\$ 3,680			24	\$ 3,680	\$ 100	\$ 3,780
	SUBTOTAL	4	4	22	16	60	0	\$ 16,840	32	\$ 7,912	138	\$ 24,752	\$ 600	\$ 25,352
5	COMPLETE FINAL 2020 UWMP													
5.1	Final Draft Report Preparation	4	4	8	8	20		\$ 7,460	16	\$ 3,956	60	\$ 11,416	\$ 300	\$ 11,716
5.2	Public Hearing Meeting			4		8		\$ 1,840	6	\$ 1,484	18	\$ 3,324	\$ 100	\$ 3,424
5.3	Final UWMP	2	2	2	4	10		\$ 3,350	8	\$ 1,978	28	\$ 5,328	\$ 100	\$ 5,428
	SUBTOTAL	6	6	14	12	38	0	\$ 12,650	30	\$ 7,418	106	\$ 20,068	\$ 500	\$ 20,568
6	PLAN SUBMITTAL													
6.1	Final UWMP DWR Submittal & Coordination			4		8		\$ 1,840			12	\$ 1,840	\$ 100	\$ 1,940
	SUBTOTAL	0	0	4	0	8	0	\$ 1,840	0	\$ -	12	\$ 1,840	\$ 100	\$ 1,940
7	CORRECTIONS													
7.1	Corrections Contingency	1	1	1	2	5		\$ 1,675			10	\$ 1,675	\$ 100	\$ 1,775
	SUBTOTAL	1	1	1	2	5	0	\$ 1,675	0	\$ -	10	\$ 1,675	\$ 100	\$ 1,775
	COLUMN TOTALS	21	11	99	46	248	22	\$ 70,688	188	\$ 46,483	634	\$ 117,171	\$ 2,800	\$ 119,971

10% mark-up on direct expenses; 15% mark-up for sub-contracted services
 Standard mileage rate \$0.57 per mile (or current Federal Mileage Reimbursement Rate)
 Airplane mileage rate \$1.27 per mile (or current Federal Airplane Mileage Reimbursement Rate)
 Rates are subject to revision as of January 1 each year.

Scope of Work

Key to Scope of Work

Additional /Augmented Information

WSC has carefully reviewed the Scope of Work in the RFP. We have noted our assumptions, clarifications, and additional recommendations below in **green text** to reflect our proposed approach to complete the tasks outlined in the RFP. Suggested redacted items are ~~crossed out and in red~~.

Task 1 – Kickoff Meeting/Preliminary Work

1.1 **Background Review.** Review SLVWD’s & SVWD’s 2015 UWMP, and any other relevant **data**, reports and documents necessary for preparation of the 2020 UWMP.

1.2 **Kick-off Meeting.** Host a joint meeting with SLVWD and SVWD staff to review the scope of services, develop a detailed work plan and schedule, identify initial data needed to begin work and methods to obtain data, and establish schedule for weekly or biweekly check-in meetings (generally by phone). The meeting **may will** be done ~~in-person~~ or via video conference as appropriate.

1.3 **Progress Reporting & Coordination.** Attend bi-weekly progress reporting conference calls to track data collection, coordination, and project needs. The Budget assumes 18 half-hour meetings for a 9-month duration through July 2021.

1.4 **Project Invoicing.** Prepare monthly invoices and progress reports summarizing work completed in the preceding month. The Budget assumes work for a 9-month duration through July 2021.

Task 2 - Demand Projections

2.1 **Demand Projections.** Using the following information, develop water demand projections in five-year increments from 2020 through 2040.

2.1.1 **Demographic Analysis.** Demographic data (e.g. population, housing unit and employment projections, etc.) from general plans for the County of Santa Cruz and the 2020 U.S. census, etc.

2.1.2 **Water Use Analysis.** Historical and current water production data and consumption data by user class (single-family residential, multifamily residential, commercial, institutional, dedicated irrigation, fire and other). Trends in water use reduction at the district since 2000 should be analyzed and factored into the demand projection update.

2.1.3 **Passive Water Savings Analysis.** Data to estimate impacts of the current and future water use efficiency standards, as well as the impact of on-going behavioral modification/social norming programs.

2.1.4 **Conservation Program Water Savings Analysis.** Historical and current water savings estimates from on-going conservation and water use efficiency programs.

2.1.5 **Economic Impacts Analysis.** Economic information including historical, current and projected rates in regard to elasticity impacts.

2.1.6 Any other information necessary or beneficial for this task

2.2 **Demand Meetings.** In conjunction with SLVWD and SVWD staff, present the draft water demand projections to SLVWD and SVWD Board of Directors and public either at joint or individual meetings (~~in-person~~, or via video conference).

2.3 **Revised Demands Meetings.** Incorporate required changes to the demand projections based on Board of Directors feedback and present a revised version of the demand projections (if necessary). Solicit comments from the Boards and public and finalize the corresponding chapters of the 2020 UWMP.

Task 3 - Water Shortage Contingency Plan

3.1 **Supply Reliability and WSCP Chapters.** Working with SLVWD and SVWD staff and using information supplied by the Districts’ hydrogeologist consultants, draft the chapters of the 2020 UWMP related to water supply reliability and water shortage contingency planning. The new Water Shortage Demand Assessment (WSDA) procedures necessary for completing subsequent annual water shortage assessment reports must be included.

3.2 **WSCP Meetings.** In conjunction with SLVWD and SVWD staff, present draft information to the Boards and the public. Make any necessary adjustments/revisions and finalize these chapters. Attend all meetings via video conference.

Task 4 - Complete Draft of 2020 UWMP

4.1 **Draft Report Preparation.** Identify any remaining data needs and draft the remaining required chapters of the 2020 UWMP and the supporting sections of the plan (e.g., table of contents, list of tables & figures, acronyms & abbreviations, references, appendices, etc.), as well as the ~~optional section on~~ climate change impacts to supply, and the checklist developed by DWR to assist them with their review. (note: SLVWD and SVWD staff may take remaining the chapters to the Boards for feedback as they are developed. However, it is not anticipated that consultant will need to attend). It is assumed that an Administrative Draft will be submitted and reviewed with staff in a staff review meeting described in Task 4.3. A revised Draft will be provided to the Board of Directors.

4.2 **UWMP Notification Coordination.** Send electronic ~~copies of the draft plan (or notify of plan's availability on-line)~~ notification of Urban Water Management Plan Review and Amendment Period to local water agencies and other public agencies designated by SLVWD and SVWD staff, at least 60 days prior to public hearing.

4.3 **Draft Review Meetings.** Present an administrative draft of the 2020 UWMP to staff for review. Present a revised draft of the complete 2020 UWMP to the SLVWD and SVWD Board and the public for review. Attend all meetings via video conference. Make final revisions to the plan.

Task 5 Complete Final 2020 UWMP

5.1 **Final Draft Report Preparation.** Incorporating all Board of Directors feedback on the draft UWMP from Task 4.3, complete final draft of UWMP.

5.2 **Public Hearing Meeting.** In conjunction with SLVWD and SVWD staff, present the final draft to the Board(s) and the public at a public hearing. After the public hearing the Districts' Board(s) will consider final adoption of this plan. Attend all meeting(s) via video conference.

5.3 **Final UWMP.** Address comments from Task 5.2 and prepare Final UWMP. Provide SLVWD and SVWD with digital copies in Pdf (fully indexed) and Word formats, and (4) bound copies of the final adopted 2020 UWMP by July 1, 2021. The consultant will assure that electronic versions of the plan meet the specifications of section 508 of the rehabilitation act and be fully available to people with disabilities.

Task 6 - Plan Submittal

6.1 **Final UWMP DWR Submittal & Coordination.** Following adoption of the 2020 UWMP, submit the plan electronically as required/requested by the DWR by the July 1, 2021 submittal date for both agencies.

Task 7 - Corrections

7.1 **Corrections Contingency.** Make any corrections identified as necessary by DWR after adoption. Provide digital and bound copy of the final report. Consultant assumes the corrections required by DWR will be minor, will not require re-adoption of the UWMP, and will be addressed with errata sheets. Consultant will provide the Districts with an estimated level of effort to address DWR's comments. Consultant will develop corrections as directed by the Districts to perform work on a time and materials basis up to the not to exceed budget shown in the Proposed Total Cost and Fee Schedules section within this proposal.

Resumes

Professional Experience

Mr. Waterman is a planner who focuses on Urban Water Management Plans (UWMPs). He has worked on UWMPs for more than 40 water utilities and is a member of the Department of Water Resources (DWR)'s 2020 UWMP Guidebook Workgroup, which is responsible for developing guidance to meet new requirements. His experience includes development of water master plans, wastewater master plans, recycled water master plans, grant funding applications, water use efficiency and conservation services, and state water law compliance documents including UWMPs, AB 1420 Self-Certification Statement materials, and California Urban Water Conservation Council Best Management Practices reports.

Representative Projects

2020 Regional Urban Water Management Plan, Desert Water Agency, Coachella, CA. Supply and Demand Lead. Updating the 2020 Regional UWMP for 6 agencies to fulfill revised legislative requirements and the UWMP Act. Building on a regional Integrated Regional Water Management Plan and other planning associated efforts. Developing consistent methodologies for population, demand, and supply projections across agencies and to align WSCPs. The process and analysis will result in a set of tools that facilitate data collection and production of the Regional UWMP to economize efforts and enable the participating agencies to perform additional analysis and reporting.

2020 Enhanced Urban Water Management Plan, City of Santa Barbara, Santa Barbara, CA. Supply and Demand Lead. Working with the City to lead and develop an Enhanced UWMP that: evaluates the adequacy and reliability of the City's water supply in unprecedented drought conditions; provides a long-term view of how the City's water supplies will be managed in the future; incorporates a stakeholder-driven process that reflects community values; and meets State UWMP requirements.

2020 Urban Water Management Plan, City of Oxnard, Oxnard, CA. Project Manager. Developing a new 5-Year Drought Risk Assessment and Water Shortage Contingency Plan (WSCP) as part of the City's 2020 UWMP based on new legislated requirements. Recent groundwater allocation changes and a shift in the recycled water program have prompted the need to re-evaluate their water supply portfolio options for long-term planning direction.

Additional Urban Water Management Plan Experience

- Riverside Public Utilities, Riverside, CA. Supporting Author.
- 2015 Regional Urban Water Management Plan, San Bernardino Valley Municipal Water District, San Bernardino, CA. Supporting Author.
- 2015 Urban Water Management Plan, California American Water Company, Los Angeles County, Los Angeles, CA. Lead Author.
- 2015 Urban Water Management Plan, City of Victorville, Victorville, CA. Supporting Author.
- 2015 Urban Water Management Plan, Cities of Pismo Beach and Arroyo Grande, Northern Cities Management Area Technical Group, Pismo Beach and Arroyo Grande, CA. Project Manager.
- 2015 Urban Water Management Plan, Big Bear City Community Services District, Big Bear, CA. Project Manager.

Professional Experience

Ms. Plonka brings more than 18 years of experience in the planning, design, and management of water, wastewater, and recycled water systems. She specializes in project management, hydraulic modeling, feasibility studies, infrastructure and water resource planning studies, and master planning, including Capital Improvement Plans and budgeting. She is well versed in funding alternatives, regulatory compliance, and public policy development. Her experience includes database development and integration of geographic information systems (GIS) with hydraulic models, recycled water customer databases, and asset databases. She also has experience managing public engineering departments, as well as headed up wastewater collections. Her extensive experience in the public sector allows her to approach projects from an owner's perspective and plan and design projects that are implementable and user-friendly.

Professional Project Experience

2020 Urban Water Management Plan, Big Bear City Community Services District (BBCCSD), CA. Principal in Charge and QA/QC. Preparing 2020 UWMP for BBCCSD, a retail agency for a predominantly residential customer base that experiences an influx of part-time population and vacationers enjoying the summer and winter recreational facilities. BBCCSD's water supply is exclusively groundwater, developed through springs and wells. This plan will address new requirements for 2020 UWMPs, including WSCPs with prescriptive elements, 5-Year DRAs, and regional groundwater efforts and plans related to the Sustainable Groundwater Management Act.

2020 Urban Water Management Plan, Soquel Water District, CA. Supporting Author. Preparing 2020 UWMP for the District, a public agency that provides water service within unincorporated Santa Cruz County and portions of the City of Capitola. The District is solely dependent on local groundwater from the Soquel-Aptos Groundwater Basin. Since the mid-1990s, the District has been evaluating multiple alternative water sources to supplement its groundwater supply. The District is pursuing supplemental supply options, namely Pure Water Soquel, a groundwater replenishment and seawater intrusion prevention project. These emerging programs and other changing water conditions will be integrated into the new plan.

Additional Urban Water Management Plan Experience

- **2015 Urban Water Management Plan, City of Carlsbad, Carlsbad, CA. District Engineer.**
- **2015 UWMP, City of Carlsbad, Carlsbad, CA. District Engineer.**
- **2010 Urban Water Management Plan, City of Port Hueneme, Port Hueneme, CA. District Engineer.**
- **2010 Urban Water Management Plan, Rainbow Municipal Water District, Fallbrook, CA. District Engineer.**
- **2010 Urban Water Management Plan, Rainbow Municipal Water District, Fallbrook, CA. District Engineer.**
- **2005 Urban Water Management Plan, Rancho California Water District, Temecula, District Engineer.**

Professional Experience

Mr. Heibel has over 17 years of engineering and operations experience in the water and wastewater industry. He has worked for two public water utilities in an operations capacity, making him knowledgeable of the day-to-day operations that keep water supply, water treatment, and water distribution facilities functioning. His experience includes project and program management, hydraulic modeling, GIS implementation, water quality and drinking water utility regulatory compliance, sampling plan development and implementation, recycled water implementation, pilot studies, water quality and water supply watershed monitoring, groundwater recharge facility operations, and water quality data analysis.

Representative Projects

California American Water Company, Ventura County District 2010 Urban Water Management Plan. Project Engineer. Primary author of the UWMP. Prepared the 2010 UWMP to fulfill the requirements of the Urban Water Management Planning Act. Developed 20 year per capita water use projections by census block within the CAW boundary in accordance with California Senate Bill x 7-7. Evaluated supply, supply reliability, demand, supply and demand comparisons, demand management measures, developed a water shortage contingency plan, and a recycled water plan.

City of Pismo Beach, Central Coast Blue, Pismo Beach, CA. Program Manager. Providing Program Management, Preliminary Design, Funding, and Environmental Document Support services for the Indirect Potable Reuse project that will recover secondary effluent from the City of Pismo Beach and the South San Luis Obispo County Sanitation District's wastewater treatment plants, a resource currently discharged to the Pacific Ocean. The advanced treatment facility will use microfiltration or ultrafiltration, reverse osmosis, and ultraviolet radiation and advanced oxidation process before being injected into the Santa Maria Groundwater Basin to supplement groundwater supplies and protect the basin from seawater intrusion.

City of Santa Maria, 2012 Utilities Master Plan Update-Water. Project Engineer. Developed spatially allocated demands for current and future demands through buildout using GIS for incorporation into a hydraulic model. Calculated land use demand factors based on current development and projected future demands based on zoning. Created and calibrated the water system hydraulic model in InfoWater. Utilized the water model to perform a capacity assessment and develop an updated prioritized CIP to meet present, 5-year, 10-year, and buildout conditions.

City of Arroyo Grande, Water System Master Plan Update. Project Engineer. Updated water system GIS mapping using record drawings and information provided by City staff. Created a WaterGEMS hydraulic model for the water distribution system from updated GIS mapping. Utilized customer record data to spatially allocate water demands and develop updated land use water demand factors. Utilized the GIS tools and the hydraulic model to perform a condition based assessment of the City's water mains. Developed a comprehensive 20 year CIP plan to guide the City's infrastructure projects.

Professional Experience

Ms. Freed is a Professional Engineer with experience in water and wastewater treatment and distribution systems. She has experience evaluating various hydraulic measures including headloss through pipes, hydraulic jumps, and groundwater pumping. Her knowledge also includes groundwater contamination, water chemistry and water quality measurements, physio-chemical and biological water and wastewater treatment, and climate change and energy intensity analysis.

Representative Projects

California American Water Company, Multiple Districts, 2015 Urban Water Management Plan. Engineering Support. Developing voluntary analysis of energy intensity in water deliveries and climate change impacts to support 2015 UWMP.

Soquel Creek Water District, 2015 Urban Water Management Plan, Soquel, CA . Engineering Support. Developing voluntary analysis of energy intensity in water deliveries and climate change impacts to support 2015 UWMP.

City of Arroyo Grande, 2015 Urban Water Management Plan, Arroyo Grande, CA . Engineering Support. Developing demand management recommendations to support 2015 UWMP.

City of Victorville, 2015 Urban Water Management Plan, Victorville, CA . Engineering Support. Developing voluntary analysis of energy intensity in water deliveries to support 2015 UWMP.

Big Bear City Community Services District, 2017 Water Master Plan Update, Big Bear City, CA. Staff Engineer. Preparing a detailed analysis of the District's infrastructure that will result in a Master Plan which includes a comprehensive Capital Improvement Program. WSC is performing infrastructure condition assessments, developing a defensible Rehabilitation and Replacement Plan, and identifying high-priority projects.

Casitas Municipal Water District, Ojai System Condition Based Assessment and Water Master Plan, Ojai, CA. Staff Engineer. Conducted a condition-based assessment and developed a Water Master Plan for the new owner of the Ojai water system. Tasks included developing opinions of probable cost for recommended projects, and evaluating production and consumption data to develop projections and recommend improvements necessary to maintain a safe and reliable level of service. Developed, calibrated, and used hydraulic model of the system in conjunction with GIS datasets to improve system operations and CIP development. Evaluated the capacity of the existing water system and identified improvements to meet demands, including fire flow, of the current and future population.

Water System Hydraulic Model, Casitas Municipal Water District, Ventura, CA. Hydraulic Modeling Lead. Developing and calibrating a hydraulic model of the Casitas Water System and incorporating it into the existing Ojai Water System hydraulic model. Evaluating consumption and production data to determine spatial demand scenarios and evaluate the capacity distribution system.

California American Water, Monterey District, 2018 Comprehensive Planning Study and Condition Based Assessment, Monterey County, CA. Engineering Support. Updated the California American Water Monterey County water distribution system Comprehensive Planning Study.

OFFICE: Oakland

YEARS OF EXPERIENCE

Total: 28 | M&A: 12

EDUCATION

M.S., Geohydrology,
Rhodes University,
Grahamstown, South
Africa (1997)

B.S., Engineering
Geology, University of
Natal-Durban, Kwazulu-
Natal, South Africa, (1992)

B.S. Geology, University of
Natal-Durban, Kwazulu-
Natal, South Africa, (1991)

KEY AREAS OF EXPERTISE

Groundwater basin
management

Hydrogeologic
characterization

Groundwater recharge

Groundwater quality

Geographical Information
Systems and database
management

PROFESSIONAL REGISTRATIONS

Registered Professional
Geologist #8023, CA

Certified Professional
Hydrogeologist #874, CA

ADDITIONAL TRAINING

Postbaccalaureate
Certificate in GIS, Penn
State (2016)

Georgina King was educated in South Africa and spent her early career years with the South African Department of Water Affairs as Assistant Director of groundwater resources for the province of KwaZulu-Natal. She was responsible for technical aspects of managing groundwater, such as establishing a regional monitoring network, enhancing rural water supply, and developing regional hydrogeological maps. Since 2000, Georgina has worked in California and focused on developing, managing, and protecting groundwater resources. She is experienced in managing and conducting technical studies on basin-wide groundwater management, large-capacity public water supply projects, sustainable yield, and groundwater modeling projects. She has extensive experience in developing and managing geographic information systems (GIS) and databases, which she applies to many of her projects.

Representative Projects

Santa Margarita Groundwater Agency (SMGWA)
GSP Development, Santa Margarita Groundwater Basin, Santa Cruz County, CA

Currently project manager responsible for overseeing all aspects of the Santa Margarita Basin GSP to be completed by January 2022; oversees all technical work for the GSP including update and expansion of a groundwater flow model, guiding the SMGWA Board through the process of basin understanding and developing sustainability management criteria, and managing and guiding subconsultants responsible for surface water interactions and projects and management actions.

Scotts Valley Water District
Water Year 2016 through 2019 Annual Reports, Santa Margarita Basin, Santa Cruz County, CA

Prepared annual reports ongoing since Water Year 2016. Work included analyzing groundwater level and quality data, preparing groundwater contour maps, and reporting on environmental cleanup operations.

Santa Cruz Mid-County Groundwater Agency
First Annual Report, Santa Cruz Mid-County Groundwater Basin, Santa Cruz County, CA

Assisted preparation of the first Annual Report as a requirement of GSP implementation; including submitting all required monitoring well data and Annual Report to the DWR SGMA Portal.

Santa Cruz Mid-County Groundwater Agency (MGA)
GSP Development, Santa Cruz Mid-County Groundwater Basin, Santa Cruz County, CA

Technical lead developing sustainable management criteria for the GSP; technical presenter at monthly GSP Advisory Committee meetings; assisted MGA staff with scoping, budgeting, and scheduling work required to meet the January 2020 deadline for high priority basin GSPs; assisted MGA staff prepare the draft and final GSP; and submitted all required monitoring well data and GSP documents to the DWR SGMA Portal.

Seaside Basin Watermaster
Seaside Basin, Monterey County, CA

Managed all ad-hoc hydrogeologic studies and annual reports for the Watermaster. Primary author of the following reports: Basin Management Action Plan (2009 and 2018), annual Seawater Intrusion Analysis Report since 2009, and the Seawater Intrusion Response Plan.

Aaron Morland, EIT

Education

BS, Environmental Engineering,
California Polytechnic University,
San Luis Obispo, CA

Professional Registrations

Engineer-in-Training -
Environmental, California,
No. 166372

Professional Experience

Aaron Morland is an Engineer-in-Training with environmental engineering experience in sewer hydraulic analysis, collection system design, sewer system management, water distribution system planning and design, indirect potable reuse, and funding support. His academic projects focused on wastewater treatment systems and potable and non-potable reuse technologies.

Representative Projects

City of Paso Robles, Airport Area Infrastructure Improvements, Paso Robles, CA. Assistant Engineer. Assisted in the design of 7,500 feet of 12-inch and 16-inch water distribution piping, 5,100 feet of 16-inch recycled water distribution piping, 3,400 feet of 6-inch sewer force main, and 8,200 feet of 8-inch to 12-inch sewer main to support future growth around the Paso Robles Airport. Designed segments of gravity sewer, developed cost opinions for sewer and water main replacements, discovered and minimized utilities conflicts, and located existing sewer laterals and water services for plan sets.

City of Paso Robles, Main West Tank Design, Paso Robles, CA. Assistant Engineer. Assisted in the preliminary design of a 4 million-gallon (MG) partially buried pre-stressed concrete tank to replace the existing 4 MG reservoir that had reached the end of its useful life. Assisted in drafting the preliminary design report sections on the tank fill and outlet piping network, connections with the existing well field and distribution system, site security, and drainage.

San Lorenzo Valley Water District, Pressure Reducing Valve Replacement Project, Boulder Creek, CA. Assistant Engineer. Designed the replacement of six (6) pressure reducing valve stations throughout the Lompico Service Area of the District to reduce water losses from leaks and upgrade aging infrastructure. Prepared construction specifications and assisted in developing the plan set for the project.

Big Bear City Community Services District, 2019 Sewer System Management Plan Update, Big Bear City, CA, Staff Engineer. Primary author of a complete update of Big Bear City Community Services District's existing Sewer System Management Plan (SSMP). Reviewed the District's existing sewer maintenance practices, FOG control program, capacity assurance plan, high-flow operation, overflow response activities, and other sewer management aspects. Prepared updates of the District's existing SSMP and Overflow Emergency Response Plan, and prepared a Water Quality Monitoring Program (WQMP) establishing protocols for monitoring ammonia and *E. coli* in surface waters receiving discharge from sanitary sewer overflows. The SSMP and supporting documents were prepared in accordance with State Water Resource Control Board Orders No. 2006-0003-DWQ and No. WQ 2013-0058-EXEC.

Cayucos Sanitary District, Sewer System Management Plan Audit, Cayucos, CA. Staff Engineer. Audited the Cayucos Sanitary District Sewer System Management Plan (SSMP) for compliance with State and Regional Water Board Waste Discharge Requirements. Identified additional areas of the SSMP to update due to construction of a new Water Reclamation Facility. Drafted a Technical Memorandum to summarize the audit and provide guidelines for the District to update their SSMP.

Professional Experience

Ms. Olivas is an Engineer-in-Training with civil engineering experience focused on water and sewer hydraulic analysis, distribution and collection system design, and construction management support. Her academic projects focused on water and wastewater treatment systems.

Representative Projects

San Antonio Water Company. Comprehensive System Water Master Plan, Upland, CA. Assistant Engineer. Created a new hydraulic model using InfoWater that combines both the domestic and irrigation system, prepared the fire flow testing plan, and draft report. Created demand scenarios for average and maximum day demands, and minimum and peak hour demands.

Elsinore Valley Municipal Water District. Water Hydraulic Distribution Model and On-Call Hydraulic Modeling Services, Lake Elsinore, CA. Assistant Engineer. Created a new and updated hydraulic model using InfoWater, developed technical memorandums documenting the model development process, existing and future demands approach, and a water system hydraulic model reference manual for District staff. Analyzed historical production and consumption data to develop existing and future demands, loaded demands in model, and created scenarios for steady-state average day demand, steady-state maximum day demand, steady-state peak hour demands, and 72-hour extended period simulation for maximum day demands.

City of Victorville. Water Supply Assessment for the SCLA Specific Plan, Victorville, CA. Assistant Engineer. Prepared water supply and demand analyses and assessment report. Developed demands using historical and projected demands using a variety of sources, including past planning documents, proposed project phasing, historical customer usage, and land use. Determined water supply sufficiency and drafted report explaining the project, water consumption, system overview, analyses, supply reliability and sufficiency.

San Juan Water District Retail Master Plan Update, Granite Bay, CA. Assistant Engineer. Assisted in developing water demand projections using GIS. Developed demand projections using data analysis of historical water usage, population growth projections, and land use. Utilized GIS to update existing parcel-level land use estimates and applied calculations to reflect future land use types and demands.

Otay Water District, As-Needed Hydraulic Modeling, Spring Valley, CA. Assistant Engineer. Utilizes existing hydraulic model to perform potable water system modeling services. Hydraulic model is used to determine the available supply for fire-flow demands and verify pressure. Created exhibits to depict calculated pressure results.

San Antonio Water Company, System Mapping and GIS Database, Upland, CA. Engineering Intern. Assisted in the creation of a GIS system mapping project. Analyzed and summarized information provided by the client in the form of CAD drawings, system index maps, meter data, and billing information. Researched requirements and potential applications to use for implementing a mobile mapping system and compiled information in a technical memorandum.

Rate Schedule and Staff List



2020 Classifications and Rates

Labor Classification	Hourly Rate
Engineers / Project Managers / Planners / Hydrogeologists	
Engineering Intern	\$115
Assistant	\$135
Staff I	\$145
Staff II	\$155
Staff III	\$165
Associate I	\$180
Associate II	\$190
Associate III	\$200
Senior I	\$220
Senior II	\$230
Senior III	\$240
Principal I	\$250
Principal II	\$280
Principal III	\$305
Outreach and Communications	
Communications Support I	\$120
Communications Support II	\$140
Communications Support III	\$160
Outreach Specialist/Facilitator I	\$175
Outreach Specialist/Facilitator II	\$220
Outreach Specialist/Facilitator III	\$265
CAD Design Services	
Technician/Designer I	\$120
Technician/Designer II	\$135
Technician/Designer III	\$155
Inspection Services	
Inspector I	\$125
Inspector II	\$140
Inspector III	\$165
Inspector (Prevailing Wage)	\$170
Administrative Services	
Administration/Clerical I	\$120
Administration/Clerical II	\$130
Administration/Clerical III	\$145

10% mark-up on direct expenses; 15% mark-up for sub-contracted services

Standard mileage rate \$0.57 per mile (or current Federal Mileage Reimbursement Rate)

Airplane mileage rate \$1.27 per mile (or current Federal Airplane Mileage Reimbursement Rate)

Rates are subject to revision as of January 1 each year.

Name	Employee Type
Aaron Morland	Staff I
Adam Donald	Staff III
Amanda Pebler	Communications Support I
Antonia Estevez-Olea	Staff III
Bridgette Vanherweg	Administration/Clerical I
Christopher Deiter	Associate III
Christopher Durbin	Technician/Designer II
Christopher Malejan	Senior II
Daniel Heibel	Senior II
Dianne Lee	Outreach Specialist/Facilitator II
Dylan Wade	Principal II
Erik Cadaret	Staff III
Haley Lehman	Staff III
Heather Freed	Staff III
Heidi Franklin	Outreach Specialist/Facilitator I
Holly Tichenor	Outreach Specialist/Facilitator III
James Gonzales	Associate III
Jannette White	Human Resources Director
Jasmine Diaz	Associate II
Jeffery Lawrence	Principal I
Jeffery Szytel	Principal III
Jeroen Olthof	Principal II
Joseph Kingsbury	Senior II
Joshua Reynolds	Principal II
Justin Pickard	Senior III
Justin Sutton	Associate II
Kay Merrill	Administration/Clerical III
Kaylie Tavenner	Associate I
Kellie Fiant	Administration/Clerical II
Kendall Stahl	Staff III
Kirk Barron	Communications Support II
Kirsten Plonka	Principal I
Laine Carlson	Principal I
Matthew Rodrigues	Associate II
Michael Cruikshank	Senior III
Michael Goymerac	Associate II
Nina Heintz	Communications Support I
Patricia Olivas	Assistant
Paul D'Santi	Technician/Designer III
Rebecca Nissley	Staff III
Robert Morrow	Principal I
Robert Natoli	Senior III
Robin Rice	Inspector III
Sarah Walker	Outreach Specialist/Facilitator I
Scott Duren	Principal I
Spencer Cole	Communications Support I
Spencer Waterman	Associate II
Susan Schlangen	Associate I
Tiffany Meyer	Outreach Specialist/Facilitator I



AGENDA REPORT

Scotts Valley Water District

Date: 11/12/20

To: Board of Directors

Item: Business 6.1

Subject: **Joint City-District Ad-Hoc Committee**

Reason: Supports Strategic Goal No. 1 Water Resource Management

SUMMARY

Recommendation: Form a Joint City of Scotts Valley and Scotts Valley Water District (City/District) Committee effective 11/12/20 through 05/11/21 and appoint the committee members.

Fiscal Impact: None from this action.

Previous Related Action: On 9/28/20, the Board proposed that an ad-hoc committee involving City of Scotts Valley council members and Scotts Valley Water District board members is formed to discuss the future of water and wastewater resources in Scotts Valley.

On 10/21/20, the City Council adopted Resolution No. 1959.5 establishing the Joint Scotts Valley City/Water District Committee, and appointed Jack Dilles and Donna Lind to serve on the committee.

DISCUSSION

The City of Scotts Valley (City) operates a wastewater utility that collects and processes wastewater to secondary water quality standards. The City also owns and operates a tertiary treatment plant that supplies recycled water to the Scotts Valley Water District (District) for distribution. The City's wastewater infrastructure last major rehabilitation occurred over two decades ago and is in need of significant investment. The City is commencing future planning efforts to scope and present options to the City Council and wastewater customers.

The District is engaged in planning for supplemental water supply including future recycled water alternatives. Both, the City and the District, are active participants in the Santa Margarita Groundwater Agency, which is currently developing a Groundwater Sustainability Plan for the Santa Margarita Groundwater Basin.

In the recent months, the District has been discussing current recycled water supply situation and potential future projects that require collaboration and partnership with the City. To

provide better coordination between the agencies, an ad-hoc committee formation was proposed.

The purpose of the Joint City/District Committee is to coordinate on the future of water and wastewater resources in Scotts Valley, including assessment of the current situation, coordination on planning efforts and evaluation of conceptual project ideas.

The committee will comprise two members of the City Council and two members of the District Board of Directors, to be appointed by their respective governing bodies. Staff from both agencies will attend and support the committee's work.

It is anticipated that the committee will be able to accomplish its goals within a 6-month timeframe and dissolve upon completion of the tasks. As a result, it would be exempt from Brown Act requirements.

Submitted,

Piret Harmon
General Manager

AGENDA REPORT

Scotts Valley Water District

Date: 11/12/20

To: Board of Directors

Item: Business 6.2

Subject: **Public Involvement in Board Activities**

Reason: Supports Strategic Goal No. 4 Public Outreach: Foster relationships and communications with District's stakeholders and the community

SUMMARY

Recommendation: 1) Extend the durations of the Junior Associate Board Member Pilot Program and Community Members on Board Committees Pilot Program, and 2) Extend the terms of the current appointments on the Board and two Committees.

Fiscal Impact: The public members are paid \$40 per meeting or authorized event. Total annual cost is estimated to be in the range of \$2000-\$3000 and the funds are available in the FY 2021 budget.

Previous Related Action: On 03/21/17, the Board discussed ways to advance the awareness on District's activities among the District's stakeholders, considered including community members on Board committees, and directed staff to develop a process for such appointments.

On 09/12/19 the Board approved the Junior Associate Board Member Pilot Program and the Community Members on Board Committees Pilot Program.

On 10/19/20 the Executive and Public Affairs Committee discussed the status of the pilot programs, made a recommendation for the Board to continue both programs for another year and extend the terms of existing public members upon their concurrence.

DISCUSSION

The District is continually looking for ways to increase awareness about its activities, engage the community and include diversity of opinions in the decision-making process. One way to achieve this is involving community representatives in the board activities. The board approved Junior Associate Board Member Pilot Program and Community Members on Committees Pilot Program in the Fall of 2019, conducted a recruitment and appointed members of the public to serve on the Board of Directors, Water Resources and Engineering Committee, and Finance and Personnel Committee effective 01/01/2020.

Taking into consideration that the matters under the board and its committees' purview are complex and new to the public members that were appointed to their respective roles, and in

the light of the extraordinary circumstances of the year 2020, it is fitting to continue the programs and extend the appointments of the incumbents at least for another year.

Submitted,

Piret Harmon
General Manager

Enclosed: Junior Associate Board Member Pilot Program
Community Members on Committees Pilot Program



Program: Pilot

Type:	Board of Directors		
Title:	Junior Associate Board Member		
Description:	Establishes guidelines for a trial run of including Junior Associate Board Member on Board of Directors.		
Review Date:	09/01/20	Initial Date:	09/12/19
Review Cycle:	1 Year	Expiration Date:	12/31/20

The Scotts Valley Water District Board of Directors (Board) is composed of 5 individuals who are elected to four-year staggered terms by the voters in the District service area.

The Board has three major responsibilities: 1) Promoting the interests of the District’s customers by establishing policies that support the vision and mission of the District and by ensuring the implementation of those policies; 2) Overseeing the fiscal health of the District; and 3) Hiring a General Manager to manage the day-to-day operations of the District.

To engage the community, increase the awareness about District’s activities and encourage education on water matters, the Board establishes a pilot program to evaluate the effectiveness and viability of a Junior Associate Board Member position on its Board of Directors.

Junior Associate Board Member is expected to attend all Board regular meetings that are typically held once a month. They are also encouraged to attend special Board meetings and Board Committee meetings as appropriate, take interest in and participate in water industry events and relevant educational opportunities.

Junior Associate Board Member is a non-voting member of the Board. They are encouraged to participate in board discussions but will not vote on matters coming before the Board for action.

Junior Associate Board Member understands the importance and value of a positive and constructive culture to the overall performance of the District and agrees to uphold and follow the Code of Conduct.

Eligibility:

- Reside or work in the District service area
- Age 16 to 26
- Interest in local government and civic service
- Availability to attend evening and afternoon meetings

Program Duration: January - December 2020

Stipend: \$40.00 per meeting or ½ day event (pre-authorized), \$80.00 per full day event (pre-authorized)

All individuals meeting the eligibility requirements are invited to apply. The Board reviews the applications and makes an appointment. Maximum two (2) Junior Associate Board Members are selected for the pilot program. The Board may release the Junior Associate Board Member who is failing to meet the eligibility requirements or follow the Code of Conduct.



Program: Pilot

Type:	Board of Directors		
Title:	Community Members on Board Committees		
Description:	Establishes guidelines for a trial run of including community members on Finance and Personnel Committee and Water Resources and Engineering Committee		
Review Date:	09/01/20	Initial Date:	09/12/19
Review Cycle:	1 Year	Expiration Dates:	12/31/20

The Scotts Valley Water District Board of Directors (Board) uses a committee format for in-depth discussion, debate, and deliberation to occur on matters which the Board must decide. The committee does not vote on matters rather makes recommendations for full Board consideration.

The committees are composed to review, study and discuss proposals, reports and issues in the specific area of expertise; advise and recommend actions to the Board of Directors on these topics; and to provide feedback to the General Manager and staff.

To engage the community, increase the awareness about District’s activities and encourage education on water matters, the Board establishes a pilot program to evaluate the effectiveness and viability of a Community Member on Board Committees.

The Board is adding a Community Member Representative to the following committees:

- Water Resources and Engineering Committee -
Reviews issues related to water supply, water quality, water use efficiency, capital and maintenance projects (infrastructure and facilities), property acquisition and disposition, and regulations pertinent to the Operations, Engineering and Water Use Efficiency divisions.
- Finance and Personnel Committee –
Reviews issues related to fiscal policies, financial reporting, audits, rates and fees, personnel policies, new positions, compensation adjustments, and potential disciplinary action.

Community Member Representative is expected to attend all respective committee meetings that are typically held once a month. They are also encouraged to attend Board meetings, especially when items, which fall under their committee’s jurisdiction, are being discussed.

Community Member Representative understands the importance and value of a positive and constructive culture to the overall performance of the District and agrees to uphold and follow the Code of Conduct.

Eligibility:

- Reside or work in the District service area
- Age 18 or over
- Interest in local government and civic service
- Availability to attend evening and afternoon meetings
- Willingness to commit to a 1-year program

Pilot Program Duration: January - December 2020

Stipend: \$40.00 per committee meeting

All individuals meeting the eligibility requirements are invited to apply. The Board reviews the applications and makes an appointment. The Board may release the Community Member Representative who is failing to meet the eligibility requirements or follow the Code of Conduct.

AGENDA REPORT

Scotts Valley Water District

Date: 11/12/20

To: Board of Directors

Item: Business 6.3

Subject: **Water Rate Increase Consideration**

Reason: Supports Strategic Goal No. 3 Financial and Customer Service Stewardship

SUMMARY

Recommendation: Determine appropriate potable water rate increase to go into effect 12/13/20 by choosing one of the following actions: 1) Implement the next rate/fee increase as established by Resolution 10-16; 2) Adopt Resolution 07-20 approving rate increase less than established by Resolution 10-16.

Fiscal Impact: The projected revenue growth in Fiscal Year 2021 from the adopted rate increase in December 2020 is \$530,000. Revenue growth from a rate increase of 10 percent is estimated at \$300,000 and from 3 percent rate increase approximately \$80,000.

Previous Related Action: On 12/12/16, the Board accepted the 2016 Water and Recycled Water Rate Study prepared by Raftelis Financial Consultants as final, and adopted Resolution 10-16 establishing a new rate structure, setting rates for potable and recycled water effective on 12/13/16 through 12/13/20, setting fees for new connections effective 12/13/16, and establishing add-on drought rates.

On 12/12/16, the Board approved the Rate Implementation Program.

On 6/8/17, the Board adopted Resolution 13-17 establishing Policy P200-17-2 Cash Reserves.

On 11/14/19, the Board adopted Resolution 07-19 establishing a Rate Schedule for rates lesser than set by 2016 Proposition 218 hearing. These rates went into effect on 12/13/19.

On 10/19/20, Finance and Personnel Committee recommended that the Board consider a lesser increase than the approved 17%, which would go into effect on 12/13/20.

BACKGROUND

The District recognizes the challenge of providing essential services to the community, fully funding the costs of providing and sustaining quality service, while keeping rates and fees fair

and affordable. In January 2016, Raftelis Financial Consultants, Inc. (RFC) was hired to conduct a comprehensive rate and fee study. The study comprised the following tasks:

- Develop a financial plan to determine the District's potable and recycled water revenue requirements.
- Conduct potable and recycled water cost of service and associated tiered rate analyses.
- Conduct a connection fees analysis.
- Develop a rate structure that satisfies community objectives while ensuring adequate revenue to satisfy the utility's cost requirements.
- Create an administrative report that explains the proportionality of the rates to meet the requirements of Proposition 218.

The cost of service study and rate development activities were conducted as a public process. During 2016, the District held 13 committee and/or board meetings that were open to the community and made presentations at 3 public forums including an online interview and Scotts Valley City Council meeting. All meetings were advertised and promoted to the community using various media outlets including District website and Facebook page, bill inserts, ads in the Press Banner and Scotts Valley Times. The final report (2016 Comprehensive Water and Recycled Water Rate Study) is published and available for review at the District office and on www.svwd.org.

Proposition 218 public notices were mailed on 10/21/16, and the notice amendments on 10/28/16. The required 45-day public comment period ended with the public hearing on 12/12/16, at which the Board adopted the water rate/fee schedule for 2016-2020. The Board has authority to implement increases that are less than the adopted rates through Proposition 218 in subsequent years.

DISCUSSION:

The Board made a commitment to District's constituents to evaluate the need for rate increases each year prior to the scheduled effective date each December.

The water rates are designed to sufficiently cover operating expenses, capital expenditures, debt service payments and maintain adequate reserves. The increases were designed using conservative financial assumptions and could be modified (reduced) if the actual revenues received and expenditures incurred by the District differ significantly from the assumptions.

District's Current Financial Position

FY 2020 ended with a \$1.6 million increase in Fund Balance, versus the \$270,000 draw on Fund Balance that was projected in the FY 2020 budget. The FY 2020 Ending Fund Balance of \$4.88

million marginally exceeded the Target Fund Balance as calculated by the District Reserves Policy.

Potable water demand in FY 2020 increased 1.2% from FY 2019, with 329 MG consumed versus 325 MG in the prior year. The Estimated Actual revenue in the FY 2021 Budget was prepared assuming a slight demand decrease to match the recent three-year average as well as factoring in the 3% rate increase that was implemented in December of 2019. Therefore, actual revenue in FY 2020 slightly exceeded the Estimated Actual.

New connections revenue of \$795,341 was collected in FY 2020. This amount is attributable to several large development projections connecting to the system and paying the Capacity fee. Several development projects remain underway. The timing of their completion will impact revenue. The scenarios presented reflect the best estimation of staff on when each of the major Service Applications will connect to the system. In FY 2021 it is projected that there will be 25 new connections to the system, resulting in approximately \$0.635 million in Capacity Fee revenue.

Operational expenditures were below budget in FY 2020 and are tracking in-line with budget in FY 2021. Project expenditures in FY 2020 were significantly below budget. The increased Fund Balance is primarily attributable to the timing of project spending. It should be noted that this does not reflect true savings, as unspent project funds are carried over into the following year to pay for budgeted projects. Projects that were delayed or deferred include the Orchard Run Water Treatment Plant Improvements project, resulting in \$1.7 million in unspent project appropriations in FY 2020. The latter two are subject to further scheduling delays due to operational considerations.

Projects expenditures and new connections revenue are both volatile and can change significantly from year to year. The District monitors each of these categories closely to effectively manage cash and to develop accurate reports and actionable projections. While Fund Balance has increased, a significant portion is committed to ongoing projects.

Rate Implementation

The Board has the authority to approve rate increases that are less than adopted pursuant to Proposition 218 and to be implemented as of 12/13/2020. The following table summarizes three rate increase scenarios (adopted 17%, proposed 10%, and proposed 3%) that are under consideration.

BASIC METER CHARGE	Adopted 12/13/19	Adopted 12/13/20	Proposed 10% Scenario 12/13/20	Adopted vs. Proposed 10% (\$)	Proposed 3% Scenario 12/13/20	Adopted vs. Proposed 3% (\$)
Meter Size						
5/8"	\$78.09	\$91.76	\$85.90	-\$5.86	\$80.43	-\$11.33
5/8" Rate Assistance (Residential)	\$54.67	\$64.23	\$60.14	-\$4.09	\$56.31	-\$7.92
5/8" Fire Service (Residential/Commercial)	\$21.25	\$24.97	\$23.38	-\$1.59	\$21.89	-\$3.08
3/4" (Multi-Residential, incl Fire Service) *	\$99.34	\$116.73	\$109.27	-\$7.46	\$102.32	-\$14.41
3/4"	\$122.87	\$144.35	\$135.16	-\$9.19	\$126.56	-\$17.79
1"	\$132.17	\$155.28	\$145.39	-\$9.89	\$136.14	-\$19.14
1 1/2"	\$310.62	\$364.91	\$341.68	-\$23.23	\$319.94	-\$44.97
RESIDENTIAL TIERED RATES (Per 1,000 Gal)	Adopted 12/13/19	Adopted 12/13/20	Proposed 10% Scenario 12/13/20	Adopted vs. Proposed 10% (\$)	Proposed 3% Scenario 12/13/20	Adopted vs. Proposed 3% (\$)
Tiers for Residential Units with Individual Meters						
0 TO 6,000	\$6.39	\$7.52	\$7.03	-\$0.49	\$6.58	-\$0.94
6,001 TO 12,000	\$11.09	\$12.97	\$12.20	-\$0.77	\$11.42	-\$1.55
12,001 TO 16,000	\$17.78	\$20.81	\$19.56	-\$1.25	\$18.31	-\$2.50
OVER 16,000	\$21.49	\$25.17	\$23.64	-\$1.53	\$22.13	-\$3.04
UNIFORM RATES (Per 1,000 Gal)	Adopted 12/13/19	Adopted 12/13/20	Proposed 10% Scenario 12/13/20	Adopted vs. Proposed 10% (\$)	Proposed 3% Scenario 12/13/20	Adopted vs. Proposed 3% (\$)
Commercial, Industrial, Institutional (CII)	\$14.87	\$17.44	\$16.36	-\$1.08	\$15.32	-\$2.12
Landscape Potable	\$18.60	\$21.82	\$20.46	-\$1.36	\$19.16	-\$2.66
Other	\$16.57	\$19.43	\$18.23	-\$1.20	\$17.07	-\$2.36
Qualifying Medical Needs (Residential)	\$11.09	\$12.97	\$12.20	-\$0.77	\$11.42	-\$1.55
Rate Assistance (Residential)	\$6.39	\$7.52	\$7.03	-\$0.49	\$6.58	-\$0.94

Each of the scenarios will impact revenue in FY 2021. The enclosed Fund Balance Projection charts demonstrate the impact that each rate would have for the five-year planning horizon.

The fiscal impact to FY 2021 revenue is summarized below:

Scenario	Projected Revenue Growth	Fiscal Impact (6 months)
A - 17% rate increase	533,908	-
B - 10% rate increase	304,576	(229,332)
C - 3% rate increase	78,041	(455,867)

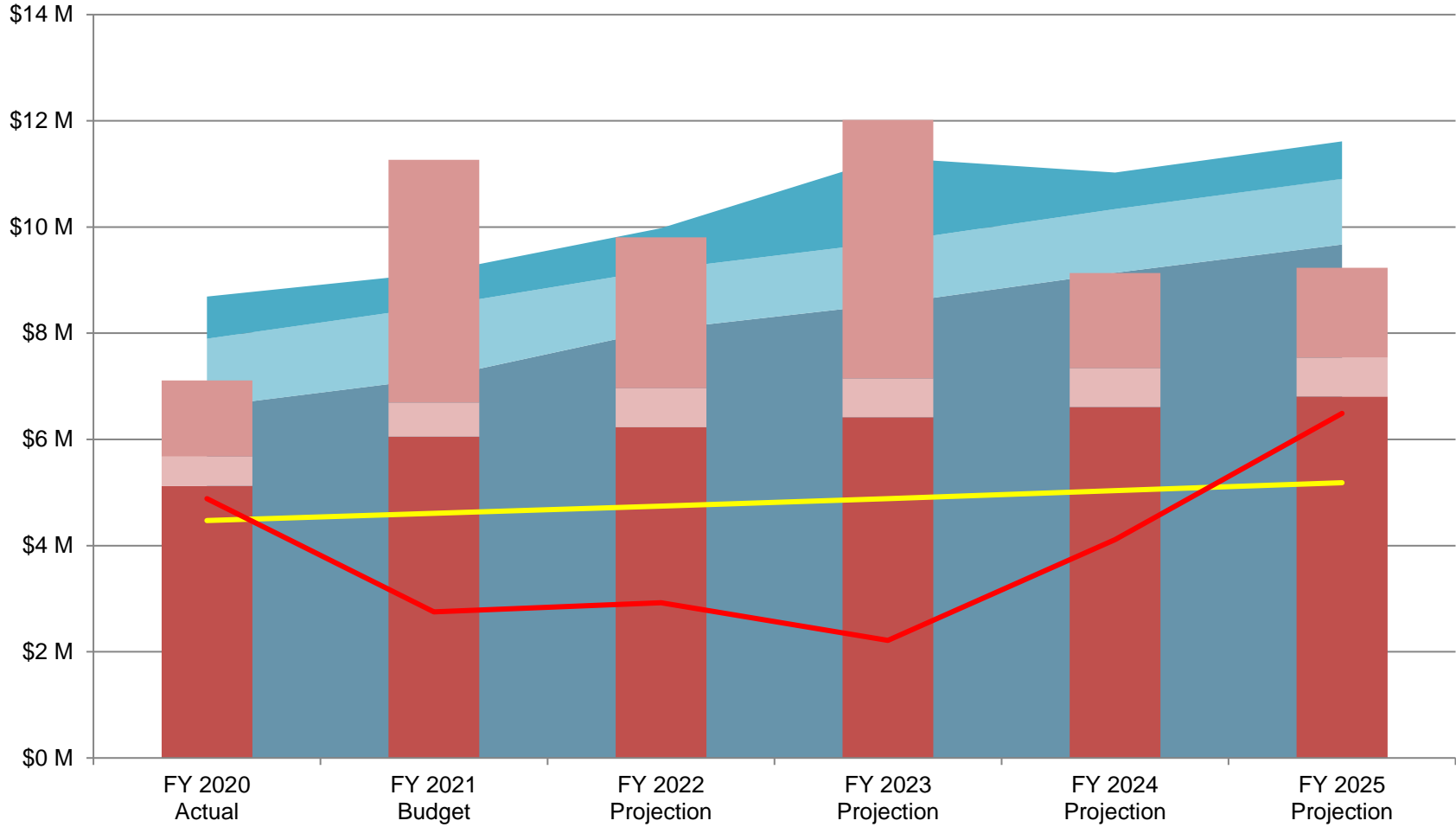
In the enclosed file 'Comparative Water Bill 2021, charts are presented that display the impact of the 10% proposed rate, relative to neighboring water utilities. The charts show what the average residential water bill will be for Scotts Valley Water District customers under either scenario. The data is normalized for billing frequency (monthly vs. bi-monthly billing structures) and tiered quantities to ensure an "apples-to-apples" comparison. The data shows that the District's rates remain very competitive in comparison to the other water purveyors in the region.

Submitted,

Piret Harmon
General Manager

Enclosed: Fund Balance Projections
 Average Bill 2021
 Comparative Water Bill 2021
 Current Rate Schedule
 Resolution 07-20

17% Rate Increase

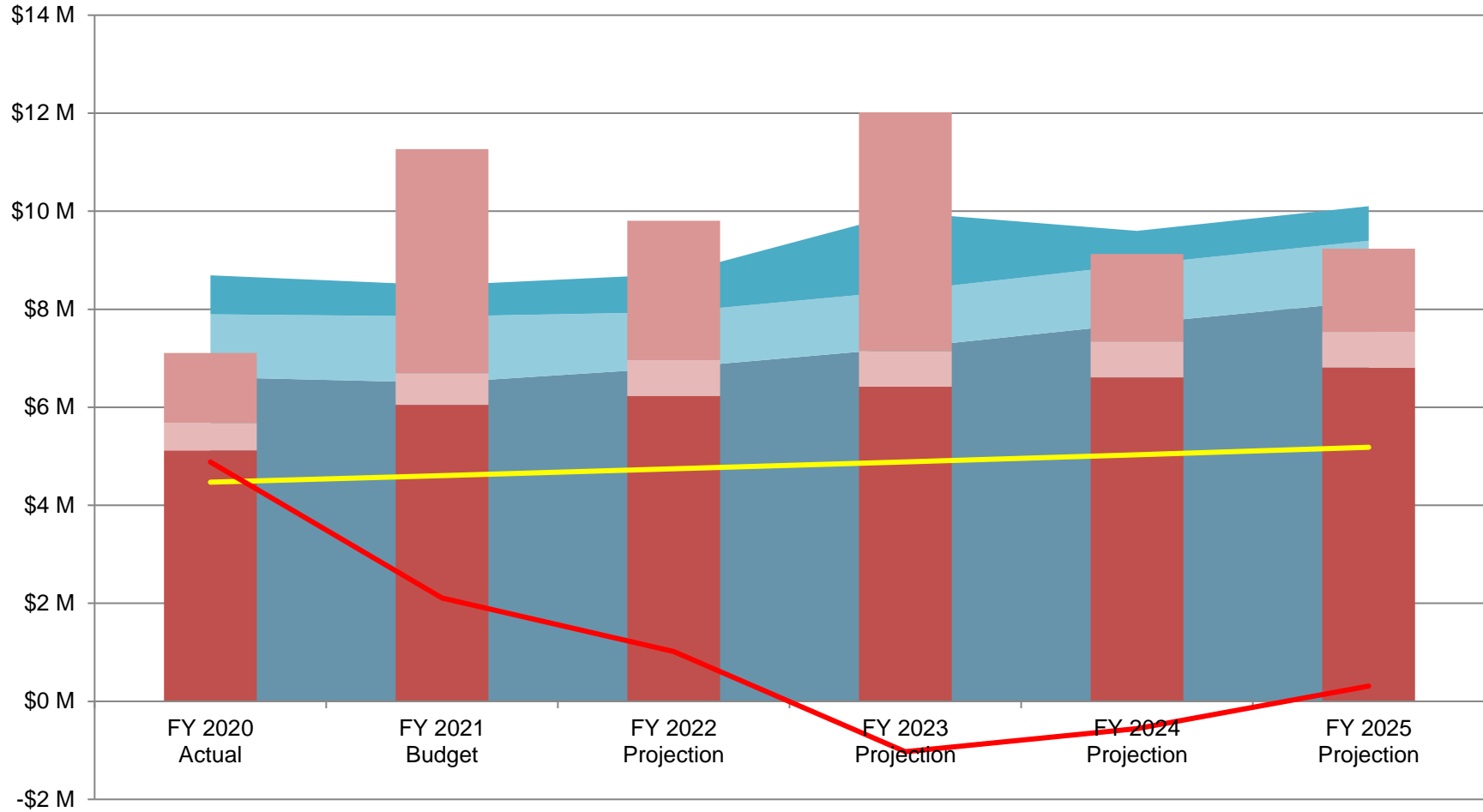


Revenue ■ Operating Revenue ■ Non-Operating Revenue ■ Development Revenue

Expenses ■ Operating Expenses ■ Debt Service (P+I) ■ Project Expenses

Fund Balance — Target Fund Balance — Ending Fund Balance

3% Rate Increase

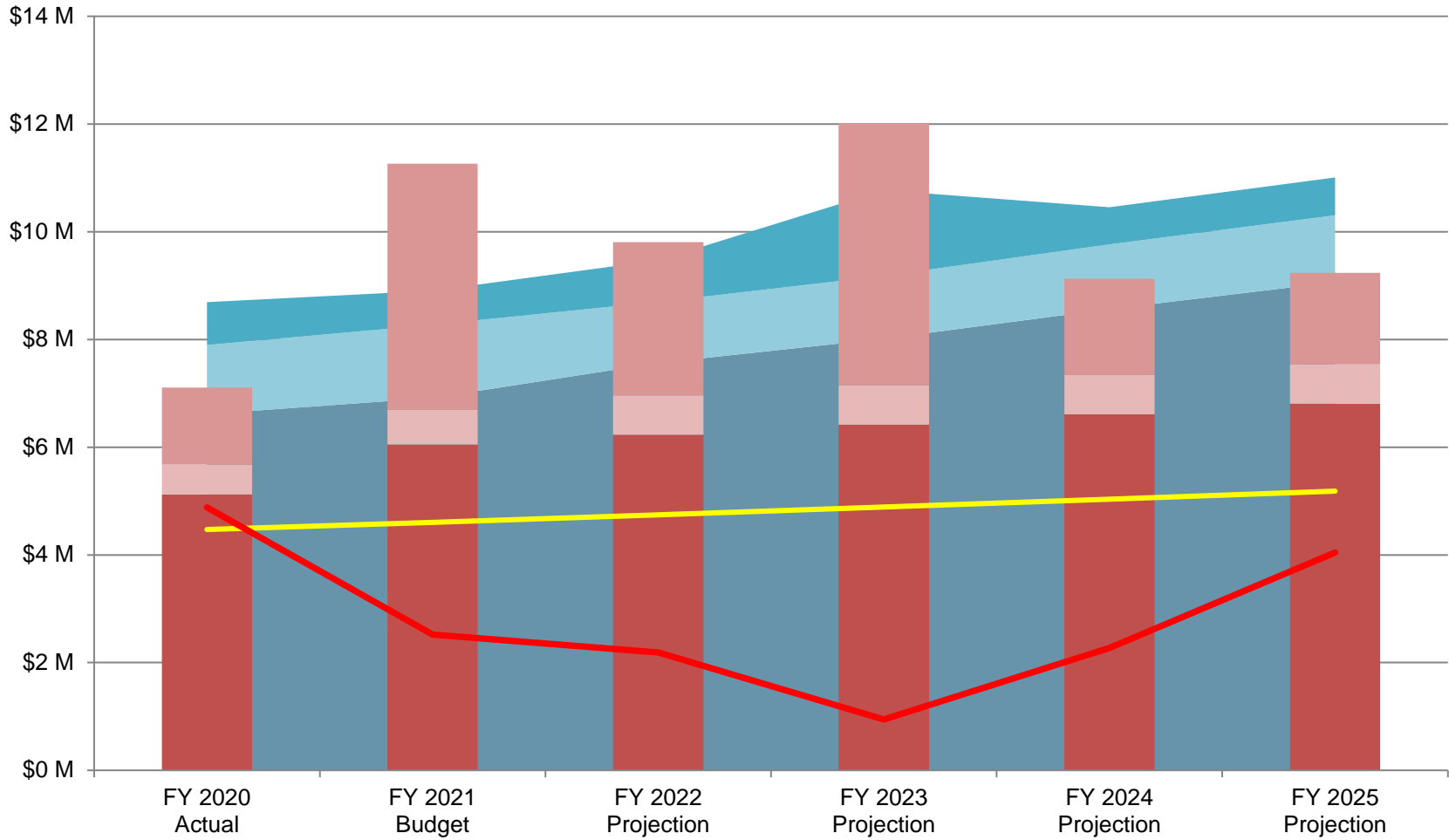


Revenue ■ Operating Revenue ■ Non-Operating Revenue ■ Development Revenue

Expenses ■ Operating Expenses ■ Debt Service (P+I) ■ Project Expenses

Fund Balance — Target Fund Balance — Ending Fund Balance

10% Rate Increase



Revenue ■ Operating Revenue ■ Non-Operating Revenue ■ Development Revenue

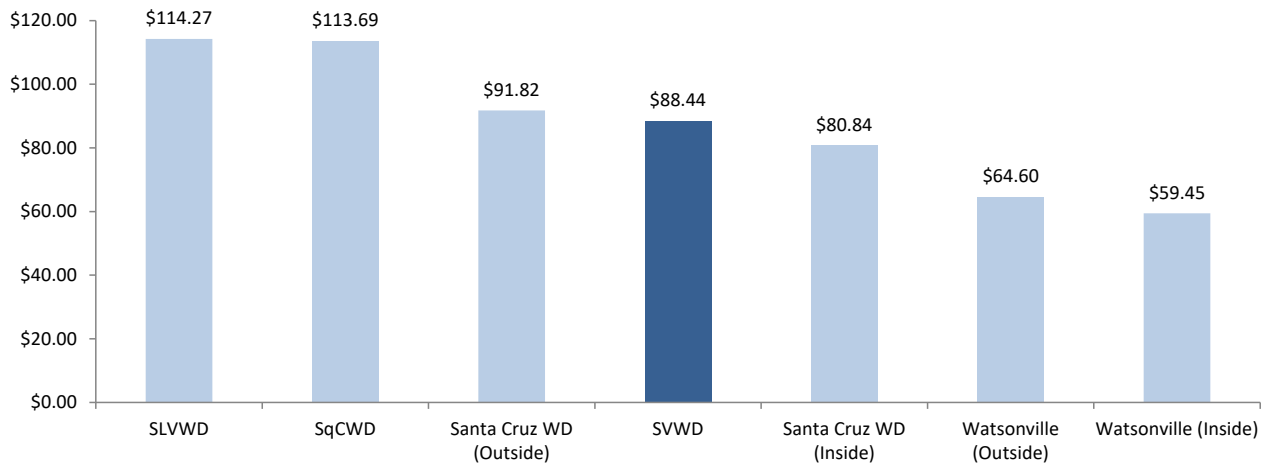
Expenses ■ Operating Expenses ■ Debt Service (P+I) ■ Project Expenses

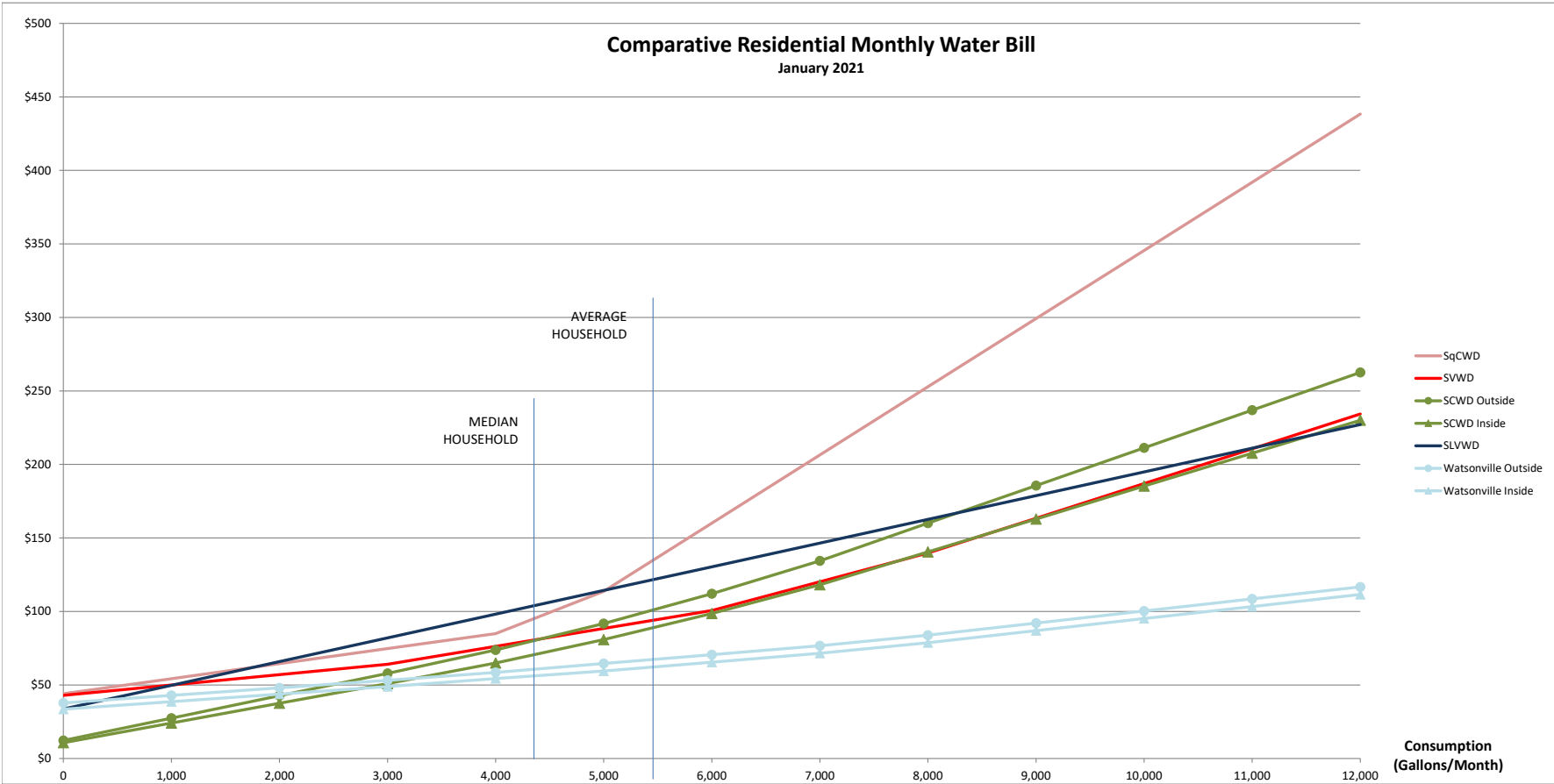
Fund Balance — Target Fund Balance — Ending Fund Balance

Average Residential Monthly Water Bill

5000 gal (6.7ccf)/month

January 2021







RATE SCHEDULE - POTABLE WATER

Bi-Monthly Rates

BASIC METER CHARGE	Adopted 10/13/17	Adopted 12/13/17	Adopted 12/13/18	Adopted 12/13/19	Adopted 12/13/20
Meter Size					
5/8"	\$59.93	\$68.92	\$75.82	\$78.09	\$91.76
5/8" Rate Assistance (Residential)	n/a	n/a	\$53.07	\$54.67	\$64.23
5/8" Fire Service (Residential/Commercial)	\$16.30	\$18.75	\$20.63	\$21.25	\$24.97
3/4" (Multi-Residential, incl Fire Service) *	\$76.23	\$87.67	\$96.45	\$99.34	\$116.73
3/4"	\$94.29	\$108.44	\$119.29	\$122.87	\$144.35
1"	\$101.43	\$116.65	\$128.32	\$132.17	\$155.28
1 1/2"	\$238.39	\$274.15	\$301.57	\$310.62	\$364.91
2"	\$323.68	\$372.24	\$409.47	\$421.75	\$495.47
3"	\$577.08	\$663.65	\$730.02	\$751.92	\$883.34
4"	\$1,009.03	\$1,160.39	\$1,276.43	\$1,314.72	\$1,544.49
6"	\$2,155.44	\$2,478.76	\$2,726.64	\$2,808.44	\$3,299.25
RESIDENTIAL TIERED RATES (Per 1,000 Gal)					
	Adopted 10/13/17	Adopted 12/13/17	Adopted 12/13/18	Adopted 12/13/19	Adopted 12/13/20
Tiers for Residential Units with Individual Meters					
0 TO 6,000	\$4.89	\$5.63	\$6.20	\$6.39	\$7.52
6,001 TO 12,000	\$8.59	\$9.82	\$10.77	\$11.09	\$12.97
12,001 TO 16,000	\$13.72	\$15.72	\$17.26	\$17.78	\$20.81
OVER 16,000	\$16.56	\$18.99	\$20.86	\$21.49	\$25.17
Tiers for Multi-Residential Units with Master Meters **					
0 TO 6,000	\$4.89	\$5.63	\$6.20	\$6.39	\$7.52
6,001 TO 6,400	\$8.59	\$9.82	\$10.77	\$11.09	\$12.97
6,401 TO 16,000	\$13.72	\$15.72	\$17.26	\$17.78	\$20.81
OVER 16,000	\$16.56	\$18.99	\$20.86	\$21.49	\$25.17
UNIFORM RATES (Per 1,000 Gal)					
	Adopted 10/13/17	Adopted 12/13/17	Adopted 12/13/18	Adopted 12/13/19	Adopted 12/13/20
Commercial, Industrial, Institutional (CII)	\$11.45	\$13.14	\$14.44	\$14.87	\$17.44
Landscape Potable	\$14.31	\$16.43	\$18.06	\$18.60	\$21.82
Other	\$12.75	\$14.64	\$16.09	\$16.57	\$19.43
Qualifying Medical Needs Residential	\$8.59	\$9.82	\$10.77	\$11.09	\$12.97
Rate Assistance (Residential)	n/a	n/a	\$6.20	\$6.39	\$7.52

* Meter at Multi-Residential Units that is upsized only to provide fire service (equivalent to 5/8" plus fire detection meter)

** Tier allocation is per unit

Notes: 1) Board will evaluate and determine the need prior to implementing increases scheduled for 2017 - 2020

2) Rates will be implemented in the first full service/billing period following the effective date

RESOLUTION No. 07-20
RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SCOTTS VALLEY WATER DISTRICT
SETTING WATER RATES AND FEES EFFECTIVE DECEMBER 13, 2020
AND AMENDING RESOLUTIONS No. 10-16, No. 15-17, No. 04-19 AND No. 07-19

WHEREAS:

1. Pursuant to Water Code Section 31007, the Scotts Valley Water District is required to set water rates and charges at a level to sufficiently pay for the provision of water services;
2. On December 12, 2016 the Board of Directors adopted Resolution No. 10-16 setting water rates and fees consistent with the requirements of the California Constitution Article XIID;
3. The original rate and fee schedule established on December 12, 2016 was subsequently revised by Resolution No. 15-17 adding a new service connection fee and a basic meter charge for 3/4" Detail 4A effective October 13, 2017;
4. The rate schedule was further revised by Resolution No. 04-19 establishing a basic meter charge and uniform rate for Rate Assistance Program effective June 21, 2019.
5. The rate schedule was further revised by Resolution No. 07-19 establishing reduced potable water rates effective December 13, 2019.

AND WHEREAS:

1. The Board of Directors has made a commitment to consider the need for rate increases prior to implementing them each year from 2017-2020;
2. The evaluation of the revenue, operating expenses, debt service payments, project expenditures and their composite impact to the reserve balances, as set by District's Reserve Policy, concluded that it is feasible in 2020 to implement lesser potable water increases than adopted by Resolution 10-16.

THEREFORE BE IT RESOLVED THAT:

The Scotts Valley Water District Board of Directors hereby:

1. Establishes the rate schedule for potable water as set forth on Exhibit A effectively amending Resolutions No. 10-16, No. 15-17, No. 04-19 and No. 07-19; and that said rate schedule will be effective December 13, 2020.

RESOLUTION No. 07-20

PASSED AND ADOPTED this 12th day of November 2020, by the following vote:

AYES: .

NOES: None.

ABSENT: None.

Wade Leishman, President
Board of Directors

Attest: _____
Piret Harmon, General Manager



RATE SCHEDULE - POTABLE WATER

Bi-Monthly Rates

BASIC METER CHARGE	Adopted 10/13/17	Adopted 12/13/17	Adopted 12/13/18	Adopted 12/13/19	Proposed (1) 12/13/20
Meter Size					
5/8"	\$59.93	\$68.92	\$75.82	\$78.09	\$85.90
5/8" Rate Assistance (Residential)	n/a	n/a	\$53.07	\$54.67	\$60.14
5/8" Fire Service (Residential/Commercial)	\$16.30	\$18.75	\$20.63	\$21.25	\$23.38
3/4" (Multi-Residential, incl Fire Service) *	\$76.23	\$87.67	\$96.45	\$99.34	\$109.27
3/4"	\$94.29	\$108.44	\$119.29	\$122.87	\$135.16
1"	\$101.43	\$116.65	\$128.32	\$132.17	\$145.39
1 1/2"	\$238.39	\$274.15	\$301.57	\$310.62	\$341.68
2"	\$323.68	\$372.24	\$409.47	\$421.75	\$463.93
3"	\$577.08	\$663.65	\$730.02	\$751.92	\$827.11
4"	\$1,009.03	\$1,160.39	\$1,276.43	\$1,314.72	\$1,446.19
6"	\$2,155.44	\$2,478.76	\$2,726.64	\$2,808.44	\$3,089.28
RESIDENTIAL TIERED RATES (Per 1,000 Gal)	Adopted 10/13/17	Adopted 12/13/17	Adopted 12/13/18	Adopted 12/13/19	Proposed (1) 12/13/20
Tiers for Residential Units with Individual Meters					
0 TO 6,000	\$4.89	\$5.63	\$6.20	\$6.39	\$7.03
6,001 TO 12,000	\$8.59	\$9.82	\$10.77	\$11.09	\$12.20
12,001 TO 16,000	\$13.72	\$15.72	\$17.26	\$17.78	\$19.56
OVER 16,000	\$16.56	\$18.99	\$20.86	\$21.49	\$23.64
Tiers for Multi-Residential Units with Master Meters **					
0 TO 6,000	\$4.89	\$5.63	\$6.20	\$6.39	\$7.03
6,001 TO 6,400	\$8.59	\$9.82	\$10.77	\$11.09	\$12.20
6,401 TO 16,000	\$13.72	\$15.72	\$17.26	\$17.78	\$19.56
OVER 16,000	\$16.56	\$18.99	\$20.86	\$21.49	\$23.64
UNIFORM RATES (Per 1,000 Gal)	Adopted 10/13/17	Adopted 12/13/17	Adopted 12/13/18	Adopted 12/13/19	Proposed (1) 12/13/20
Commercial, Industrial, Institutional (CII)	\$11.45	\$13.14	\$14.44	\$14.87	\$16.36
Landscape Potable	\$14.31	\$16.43	\$18.06	\$18.60	\$20.46
Other	\$12.75	\$14.64	\$16.09	\$16.57	\$18.23
Qualifying Medical Needs Residential	\$8.59	\$9.82	\$10.77	\$11.09	\$12.20
Rate Assistance (Residential)	n/a	n/a	\$6.20	\$6.39	\$7.03

* Meter at Multi-Residential Units that is upsized only to provide fire service (equivalent to 5/8" plus fire detection meter)

** Tier allocation is per unit

Notes: 1) Board will evaluate and determine the need prior to implementing increases scheduled for 2017 - 2020

2) Rates will be implemented in the first full service/billing period following the effective date

STAFF REPORT - Finance

Scotts Valley Water District

Date: 11/12/20
To: Board of Directors
From: General Manager
Item: Staff Reports 7.3
Subject: **Financial Reports 07/01/20 through 9/30/20**

Summary

Fiscal Year-to-Date (YTD) preliminary figures reflect the period of 07/01/19 through 9/30/20. YTD revenues total \$2.3M and expenses total \$2.0M.

Revenue

September is the third month of the fiscal year and the first month of the September-October potable water billing period. Preliminary YTD potable water sales revenue is \$1.3M, water services revenue is \$524K, and new connections revenue is \$229K. Total YTD revenue in the potable water fund is \$2.0M, equal to 26% of the budget and flat from the same period last year.

YTD recycled water sales revenue is \$207K, water services revenue is \$13K, and no revenue from new connections for the period. Total YTD revenue of \$221K in the recycled water fund equals 26% of the budget, which is 6% lower than for the same period of last fiscal year.

Expenses

Preliminary combined operating expenses YTD are below budget, with expenses of \$1.27M representing 21% of the budget. Project expenditures total \$199K and the debt service principal payment of \$567K was made.

Fund Balance

Cash reserves at the end of August were approximately \$4.4M with another \$1.3M booked in Accounts Receivable.

Enclosed

Quarterly Financial Report – Q1 of FY 2020
Budget Status Balance 07/01/20 – 9/30/20
Budget Status Revenue 07/01/20 – 9/30/20
Budget Status Expense 07/01/20 – 9/30/20
Projects Expense 07/01/20 – 9/30/20
Balance Sheet 9/30/20
Check Register 9/01/20 – 9/30/20
Investment Summary – 9/30/2020

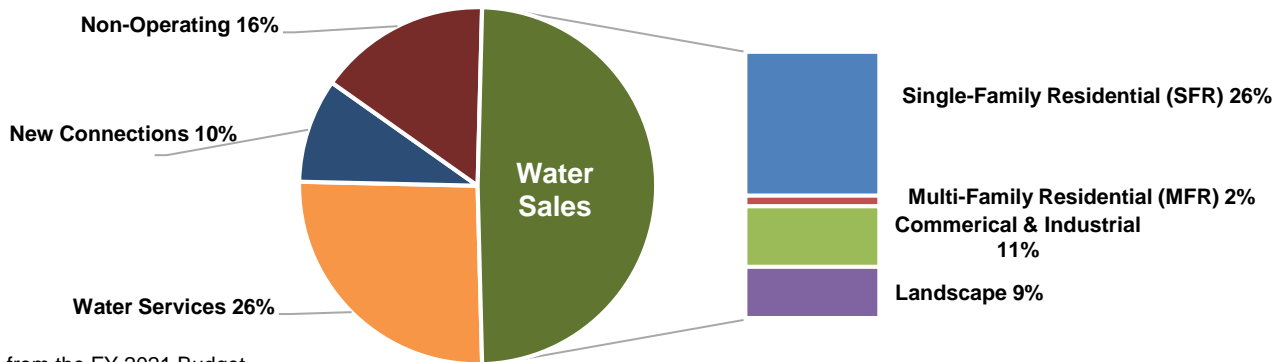


FY 2021 – Q1 Financial Report

July 1, 2020 – September 30, 2020

Revenues

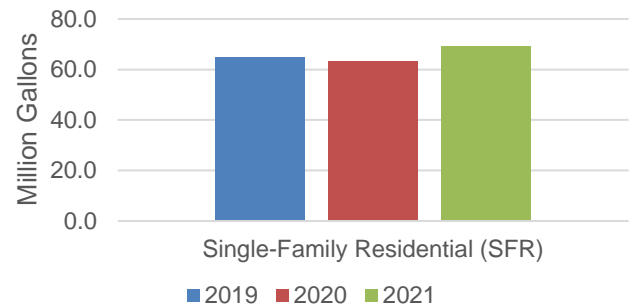
Scotts Valley Water District revenues come from four main sources: Water Sales, Water Services (Basic Service Charge), New Connections, and Non-Operating*.



*Data from the FY 2021 Budget

The District's largest revenue category is Single Family Residential (SFR) Water Sales. Revenue from SFR Water Sales for the period of July through September 2020 is up 11.7% from the same period in the prior year. This increase in revenue is the result of an increase in consumption and rate change in December 2019.

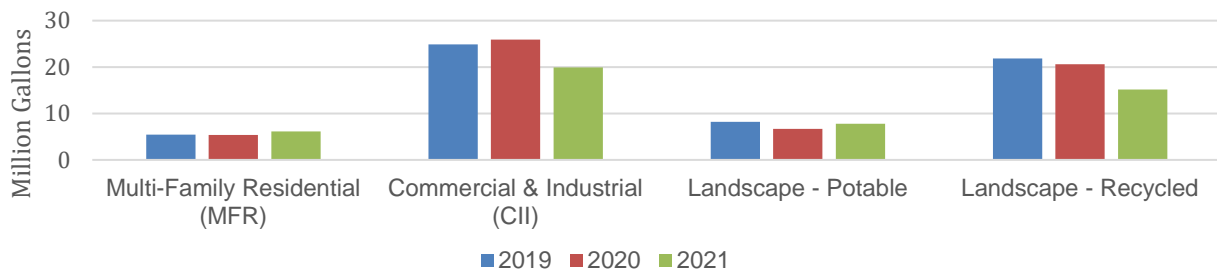
Consumption 3 Year History : SFR July - September



Consumption

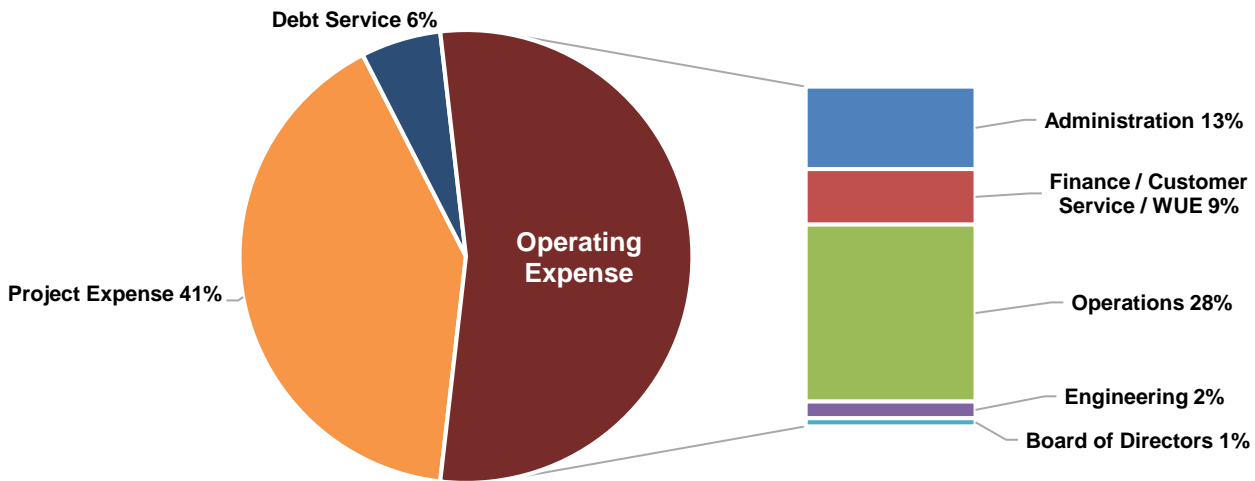
Water consumption by SFR customers in the first quarter is 69 million gallons, up 9.3% FY 2020.

Consumption 3 Year History : MFR, CII, Landscape July - September



Expenses

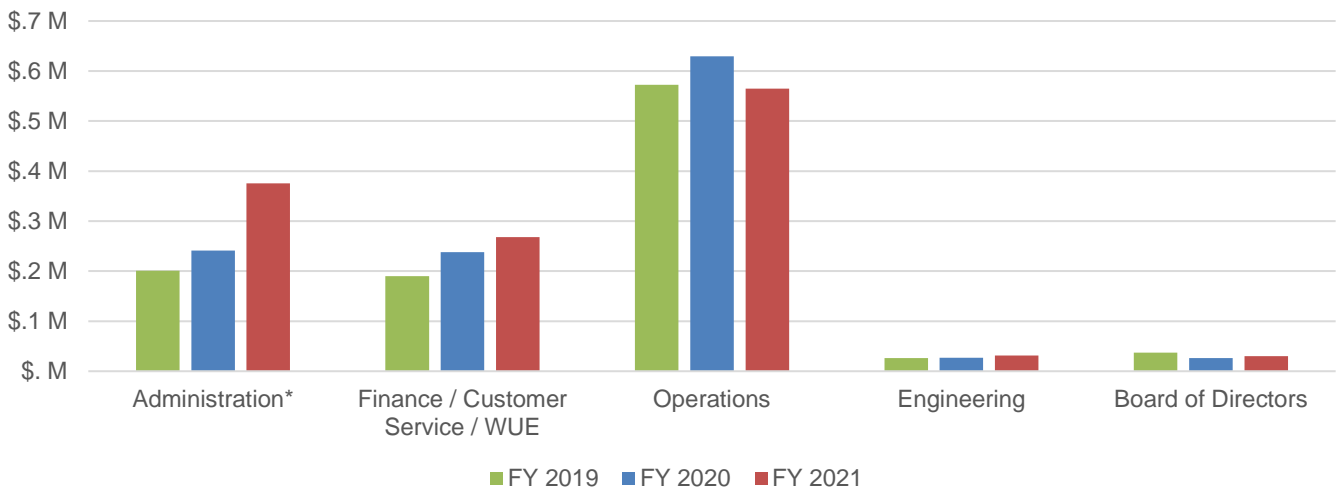
District expenses are comprised of three major categories: Operating Expenses, Project Expenses, and Debt Service. The chart below presents the FY 2021 Budget by expense category, with Operating Expenses broken down by Division*.



*Data from the FY 2021 Budget

Operating expenses are the organization’s largest expense category. District operating expenses reflect the cost of providing uninterrupted high-quality water service across the service area. Operating expenses in Q1 of FY 2021, which accounts for activity from July 2020 through September 2020, are below budget. Total operating expenses in FY 2021 exceed the FY 2020 total by 6.4%. The chart below compares Operating Expenditures by Division for each of the past three fiscal years. The Administration Division tracks high in FY 2021 due to the timing of the payment for the Districts share of the Santa Margarita Groundwater Agency (SMGWA). The payment in FY 2021 was made earlier than prior years.

**Operating Expenses 3 Year History by Division
July - September 2020**

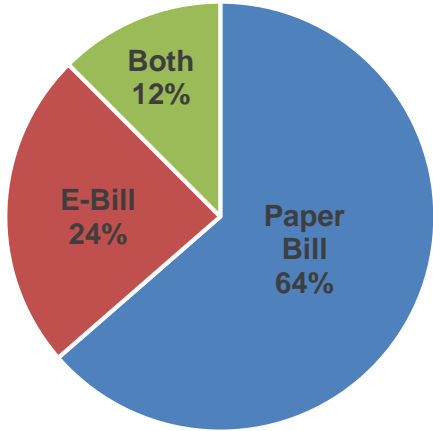


Customer Accounts

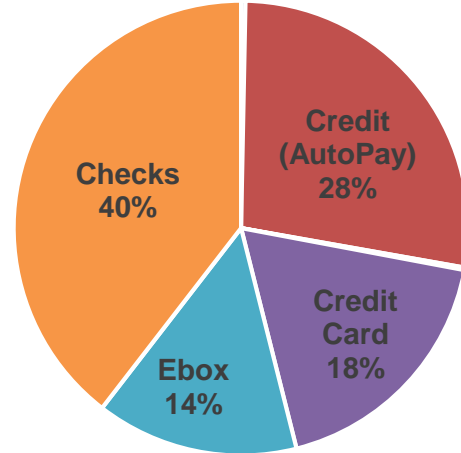
The charts below provide additional information on how customers interact with the District.

Total Accounts: 4,395

How do customers RECEIVE their bill?



How do customers PAY their bill?

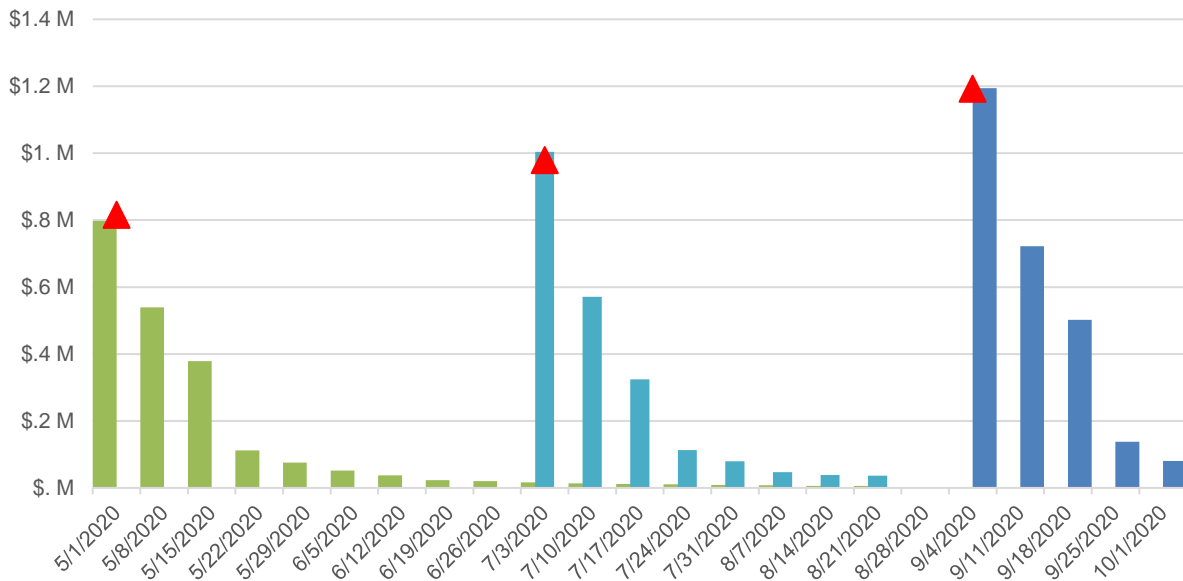


Are customers making timely payments?

	Balance as of 10/1/2020	August Billing	June Billing	April Billing
Past Due Balance\$	\$ 158,109	\$ 80,719	\$ 23,114	\$ 54,276
Past Due Balance\$ *	\$ 82,378	\$ 62,764	\$ 14,016	\$ 5,598
Accounts	308	221	57	30

* excludes Acct. 006093-000

Accounts Receivable - 3 Billing Period History



Budget Status - Balance



Period: 07/01/20 - 09/30/20

FY Remain: 75%

	FY 2020 YTD Actual	FY 2021 YTD Actual	FY 2021 vs. FY 2020	YOY % change	FY 2021 Budget	FY 2021 Remaining Balance	%
Period: 07/01/20 - 09/30/20 (3 months)							
Potable Water - Fund 01							
Water Sales & Services (R10, R20)	\$ 1,802,212	\$ 1,810,525	\$ 8,313	0%	\$ 5,952,484	\$ 4,141,959	70%
New Connections (R25)	\$ 218,167	\$ 229,869	\$ 11,702	5%	\$ 786,110	\$ 556,241	71%
Other Revenue (R30, R40)	\$ 22,306	\$ 9,353	\$ (12,953)	-58%	\$ 1,175,391	\$ 1,166,038	99%
Potable Water Total	\$ 2,042,684	\$ 2,049,747	\$ 7,063	0%	\$ 7,913,985	\$ 5,864,238	74%
Recycled Water - Fund 02							
Water Sales & Services (R10, R20)	\$ 235,582	\$ 220,556	\$ (15,026)	-6%	\$ 547,998	\$ 327,442	60%
New Connections (R25)	\$ -	\$ -	\$ -	-	\$ 32,126	\$ 32,126	100%
Other Revenue (R30, R40)	\$ 305	\$ 553	\$ 248	81%	\$ 177,985	\$ 177,432	100%
Recycled Water Total	\$ 235,887	\$ 221,109	\$ (14,778)	-6%	\$ 758,109	\$ 537,000	71%
TOTAL REVENUE	\$ 2,278,571	\$ 2,270,856	\$ (7,715)	0%	\$ 8,672,094	\$ 6,401,238	74%
Expenses - Fund 01 and Fund 02 Combined							
Salaries & Benefits (E01)	\$ 753,945	\$ 765,273	\$ 11,329	2%	\$ 3,050,085	\$ 2,284,812	75%
Services & Supplies (E03-E80)	\$ 422,491	\$ 505,234	\$ 82,743	20%	\$ 3,075,046	\$ 2,569,812	84%
Project Expenses	\$ 26,070	\$ 198,585	\$ 172,515	662%	\$ 4,270,000	\$ 4,071,415	95%
Debt Service - Principal	\$ 460,030	\$ 567,298	\$ 107,268	23%	\$ 567,298	\$ -	0%
TOTAL EXPENSES *	\$ 1,662,536	\$ 2,036,390	\$ 373,854	22%	\$ 10,962,429	\$ 8,926,039	81%
NET REVENUE	\$ 616,035	\$ 234,466	\$ (381,569)		\$ (2,290,335)	\$ (2,524,801)	
Period: 07/01/20 - 09/30/20 (3 months)							
Total Revenue	\$ 2,278,571	\$ 2,270,856	\$ (7,715)	0%	\$ 8,672,094	\$ 6,401,238	74%
Total Expenses *	\$ 1,662,536	\$ 2,036,390	\$ 373,854	22%	\$ 10,962,429	\$ 8,926,039	81%
Net Revenue	\$ 616,035	\$ 234,466	\$ (381,569)		\$ (2,290,335)		
Period: 07/01/20 - 08/31/20 (2 months)							
Total Revenue	\$ 1,606,871	\$ 1,528,050	\$ (78,821)	-5%	\$ 8,672,094	\$ 7,144,044	82%
Total Expenses *	\$ 1,249,278	\$ 1,538,239	\$ 288,961	23%	\$ 10,962,429	\$ 9,424,190	86%
Net Revenue	\$ 357,593	\$ (10,189)	\$ (367,782)		\$ (2,290,335)		

* Expense totals do not include depreciation expense

Budget Status - Revenue



Period: 07/01/20 - 09/30/20

FY Remain: 75%

Fund 01	Potable Water	FY 2020 YTD Actual	FY 2021 YTD Actual	FY 2021 vs. FY 2020	YOY % change	FY 2021 Budget	FY 2021 Remaining Balance	%
R10	Operating Revenue - Water Sales							
01-000-41101	Residential Consumption - SF	\$ 765,617	\$ 799,668	\$ 34,051	4%	\$ 2,292,073	\$ 1,492,405	65%
01-000-41102	Residential Consumption - MF	\$ 42,333	\$ 47,823	\$ 5,490	13%	\$ 169,499	\$ 121,676	72%
01-000-41103	CII Consumption	\$ 333,250	\$ 245,553	\$ (87,697)	-26%	\$ 964,099	\$ 718,546	75%
01-000-41106	CII Consumption - Other	\$ 35,400	\$ 32,172	\$ (3,228)	-9%	\$ -	\$ (32,172)	
01-000-41105	Irrigation Consumption	\$ 125,630	\$ 148,033	\$ 22,404	18%	\$ 332,394	\$ 184,361	55%
01-000-41200	Other - Bulk Water	\$ 11,156	\$ 12,810	\$ 1,654	15%	\$ 25,745	\$ 12,935	50%
	R10 Sub Totals:	\$ 1,313,386	\$ 1,286,060	\$ (27,326)	-2%	\$ 3,783,810	\$ 2,497,750	66%
R20	Operating Revenue - Water Services							
01-000-41300	Other - Late Penalty	\$ 8,020	\$ 5,285	\$ (2,735)	-34%	\$ 25,800	\$ 20,515	80%
01-000-42100	Standby Basic Meter Charge	\$ 463,928	\$ 502,299	\$ 38,372	8%	\$ 2,074,649	\$ 1,572,350	76%
01-000-42121	Standby FP Basic Meter Charge	\$ 13,328	\$ 14,731	\$ 1,403	11%	\$ 57,725	\$ 42,994	74%
01-000-43300	Other Operating Revenue	\$ 3,550	\$ 2,150	\$ (1,400)	-39%	\$ 10,500	\$ 8,350	80%
	R20 Sub Totals:	\$ 488,826	\$ 524,465	\$ 35,640	7%	\$ 2,168,674	\$ 1,644,209	76%
R25	Operating Revenue - New Connections							
01-000-42101	Other Meter Fee	\$ 3,177	\$ 4,471	\$ 1,294	41%	\$ 12,891	\$ 8,420	65%
01-000-42102	Other Capacity Fee	\$ 214,038	\$ 225,148	\$ 11,110	5%	\$ 761,528	\$ 536,380	70%
01-000-42120	Other FP Meter Fee	\$ 702	\$ -	\$ (702)	-100%	\$ 4,691	\$ 4,691	100%
01-000-43100	Other Will Serve	\$ 250	\$ 250	\$ -	0%	\$ 1,000	\$ 750	75%
01-000-43200	Other Dev Proj Review	\$ -	\$ -	\$ -	-	\$ 6,000	\$ 6,000	100%
	R25 Sub Totals:	\$ 218,167	\$ 229,869	\$ 11,702	5%	\$ 786,110	\$ 556,241	71%
R30	Non-Operating Revenue - Other							
01-000-46000	Property Taxes	\$ 2,846	\$ 1,699	\$ (1,147)	-40%	\$ 1,077,212	\$ 1,075,513	100%
01-000-47110	Interest & Dividend	\$ 7	\$ 3	\$ (4)	-55%	\$ 21	\$ 18	85%
01-000-47120	Interest - LAIF	\$ 4,085	\$ 6,000	\$ 1,915	47%	\$ 52,500	\$ 46,500	89%
01-000-47520	Misc. Non-Operating Revenue	\$ 15,368	\$ 1,141	\$ (14,226)	-93%	\$ 45,658	\$ 44,517	98%
	R30 Sub Totals:	\$ 22,306	\$ 8,843	\$ (13,463)	-60%	\$ 1,175,391	\$ 1,166,548	99%
R40	Non-Operating Revenue - Grants							
01-000-45260	Local Grant - ACWA JPIA	\$ -	\$ 510	\$ 510		\$ -	\$ (510)	
	R40 Sub Totals:	\$ -	\$ 510	\$ 510		\$ -	\$ (510)	
	Fund 01 Revenue:	\$ 2,042,684	\$ 2,049,747	\$ 7,063	0%	\$ 7,913,985	\$ 5,864,238	74%
	Fund 01 Rev Excl Grants & Cap Contributions	\$ 2,042,684	\$ 2,049,237	\$ 6,553	0%	\$ 7,913,985	\$ 5,864,748	74%

Budget Status - Revenue



Period: 07/01/20 - 09/30/20

FY Remain: 75%

		FY 2020 YTD Actual	FY 2021 YTD Actual	FY 2021 vs. FY 2020	YOY % change	FY 2021 Budget	FY 2021 Remaining Balance	%
Fund 02	Recycled Water							
R10	Operating Revenue - Water Sales							
02-000-41105	Irrigation Consumption	\$ 224,239	\$ 199,496	\$ (24,743)	-11%	\$ 482,653	\$ 283,157	59%
02-000-41200	Other - Bulk Water	\$ 2,729	\$ 7,945	\$ 5,216	191%	\$ -	\$ (7,945)	
	R10 Sub Totals:	\$ 226,968	\$ 207,441	\$ (19,527)	-9%	\$ 482,653	\$ 275,212	57%
R20	Operating Revenue - Water Services							
02-000-42100	Standby Basic Meter Charge	\$ 8,614	\$ 13,065	\$ 4,451	52%	\$ 65,345	\$ 52,280	80%
02-000-43300	Other Operating Revenue	\$ -	\$ 50	\$ 50		\$ -	\$ (50)	
	R20 Sub Totals:	\$ 8,614	\$ 13,115	\$ 4,501	52%	\$ 65,345	\$ 52,230	80%
R25	Operating Revenue - New Connections							
02-000-42101	Other Meter Fee	\$ -	\$ -	\$ -		\$ 825	\$ 825	100%
02-000-42102	Other Capacity Fee	\$ -	\$ -	\$ -		\$ 31,301	\$ 31,301	100%
	R25 Sub Totals:	\$ -	\$ -	\$ -		\$ 32,126	\$ 32,126	100%
R30	Non-Operating Revenue - Other							
02-000-47110	Interest & Dividend	\$ 305	\$ 133	\$ (172)	-56%	\$ 8,573	\$ 8,440	98%
02-000-47520	Other Non-Operating Revenue	\$ -	\$ 420	\$ 420		\$ -	\$ (420)	
02-000-47560	Reduction of RW Entitlement	\$ -	\$ -	\$ -		\$ 169,412	\$ 169,412	100%
	R30 Sub Totals:	\$ 305	\$ 553	\$ 248	81%	\$ 177,985	\$ 177,432	100%
	Fund 02 Revenue:	\$ 235,887	\$ 221,109	\$ (14,778)	-6%	\$ 758,109	\$ 537,000	71%
	Fund 02 Rev Excl Grants & Cap Contributions	\$ 235,887	\$ 221,109	\$ (14,778)	-6%	\$ 758,109	\$ 537,000	71%
	Revenue Totals:	\$ 2,278,571	\$ 2,270,856	\$ (7,715)	0%	\$ 8,672,094	\$ 6,401,238	74%
	Revenue Total Excl Grants & Cap Contributions	\$ 2,278,571	\$ 2,270,346	\$ (8,225)	0%	\$ 8,672,094	\$ 6,401,748	74%

Budget Status - Expense



Period: 07/01/20 - 09/30/20

FY Remain: 75%

		FY 2020 YTD Actual	FY 2021 YTD Actual	FY 2021 vs. FY 2020	YOY % change	FY 2021 Budget	FY 2021 Remaining Balance	%
Fund 01 and Fund 02 Combined								
Dept	Administration							
E01	Salaries & Benefits	\$ 157,944	\$ 162,314	\$ 4,371	3%	\$ 641,272	\$ 478,958	75%
E03	General & Admin - Services	\$ 71,414	\$ 66,633	\$ (4,781)	-7%	\$ 470,819	\$ 404,186	86%
E05	General & Admin - Supplies	\$ 11,711	\$ 1,362	\$ (10,348)	-88%	\$ 17,200	\$ 15,838	92%
E10	Source of Supply	\$ 40	\$ 145,510	\$ 145,470	359629%	\$ 330,490	\$ 184,980	56%
E70	Other	\$ -	\$ -	\$ -		\$ 5,000	\$ 5,000	100%
	Dept 100 Sub Totals:	\$ 241,108	\$ 375,819	\$ 134,711	56%	\$ 1,464,781	\$ 1,088,962	74%
Dept	Finance/Customer Service							
E01	Salaries & Benefits	\$ 142,785	\$ 150,779	\$ 7,994	6%	\$ 563,967	\$ 413,188	73%
E03	General & Admin - Services	\$ 40,825	\$ 48,729	\$ 7,904	19%	\$ 210,163	\$ 161,434	77%
E05	General & Admin - Supplies	\$ -	\$ -	\$ -		\$ 4,000	\$ 4,000	100%
E35	Customer Accounts	\$ 32,598	\$ 49,847	\$ 17,249	53%	\$ 207,113	\$ 157,266	76%
E70	Other	\$ -	\$ -	\$ -		\$ 1,038	\$ 1,038	100%
E80	Debt Service - Interest	\$ 21,590	\$ 18,966	\$ (2,624)	-12%	\$ 75,863	\$ 56,897	75%
	Dept 200 Sub Totals:	\$ 237,798	\$ 268,321	\$ 30,523	13%	\$ 1,062,144	\$ 793,823	75%
Dept	Operations							
E01	Salaries & Benefits	\$ 402,581	\$ 396,232	\$ (6,348)	-2%	\$ 1,619,059	\$ 1,222,827	76%
E03	General & Admin - Services	\$ 57,722	\$ 11,525	\$ (46,197)	-80%	\$ 205,260	\$ 193,735	94%
E05	General & Admin - Supplies	\$ 6,635	\$ 6,838	\$ 204	3%	\$ 17,000	\$ 10,162	60%
E07	General Production	\$ 20,224	\$ 18,563	\$ (1,660)	-8%	\$ 97,000	\$ 78,437	81%
E10	Source of Supply	\$ 819	\$ 10,302	\$ 9,483	1157%	\$ 130,000	\$ 119,698	92%
E15	Pumping	\$ 66,983	\$ 61,956	\$ (5,027)	-8%	\$ 513,400	\$ 451,444	88%
E20	Water Treatment	\$ 37,501	\$ 27,587	\$ (9,914)	-26%	\$ 430,000	\$ 402,413	94%
E25	Transmission & Distribution	\$ 15,513	\$ 31,881	\$ 16,368	106%	\$ 131,200	\$ 99,319	76%
E35	Conservation	\$ -	\$ -	\$ -		\$ -	\$ -	
E70	Other	\$ 21,619	\$ -	\$ (21,619)	-100%	\$ -	\$ -	
	Dept 300 Sub Totals:	\$ 629,597	\$ 564,884	\$ (64,712)	-10%	\$ 3,142,919	\$ 2,578,035	82%
Dept	Engineering							
E01	Salaries & Benefits	\$ 23,965	\$ 26,094	\$ 2,129	9%	\$ 105,710	\$ 79,616	75%
E03	General & Admin - Services	\$ 2,910	\$ 5,365	\$ 2,455	84%	\$ 189,900	\$ 184,535	97%
E05	General & Admin - Supplies	\$ -	\$ -	\$ -		\$ 1,000	\$ 1,000	100%
	Dept 400 Sub Totals:	\$ 26,875	\$ 31,459	\$ 4,584	17%	\$ 296,610	\$ 265,151	89%
Dept	Board of Directors							
E01	Salaries & Benefits	\$ 26,670	\$ 29,853	\$ 3,184	12%	\$ 120,077	\$ 90,224	75%
E03	General & Admin - Services	\$ (229)	\$ 170	\$ 399	-174%	\$ 22,800	\$ 22,630	99%
E05	General & Admin - Supplies	\$ -	\$ -	\$ -		\$ 800	\$ 800	100%
	Dept 900 Sub Totals:	\$ 26,441	\$ 30,023	\$ 3,583	14%	\$ 143,677	\$ 113,654	79%

Budget Status - Expense



Period: 07/01/20 - 09/30/20

FY Remain: 75%

		FY 2020 YTD Actual	FY 2021 YTD Actual	FY 2021 vs. FY 2020	YOY % change	FY 2021 Budget	FY 2021 Remaining Balance	%
Summary								
E01	Salaries & Benefits	\$ 753,945	\$ 765,273	\$ 11,329	2%	\$ 3,050,085	\$ 2,284,812	75%
E03	General & Admin - Services	\$ 187,259	\$ 132,422	\$ (54,837)	-29%	\$ 1,098,942	\$ 966,520	88%
E05	General & Admin - Supplies	\$ 18,345	\$ 8,201	\$ (10,145)	-55%	\$ 40,000	\$ 31,799	79%
E07	General Production	\$ 20,224	\$ 18,563	\$ (1,660)	-8%	\$ 97,000	\$ 78,437	81%
E10	Source of Supply	\$ 860	\$ 155,813	\$ 154,953	18022%	\$ 460,490	\$ 304,677	66%
E15	Pumping	\$ 66,983	\$ 61,956	\$ (5,027)	-8%	\$ 513,400	\$ 451,444	88%
E20	Water Treatment	\$ 37,501	\$ 27,587	\$ (9,914)	-26%	\$ 430,000	\$ 402,413	94%
E30	Conservation	\$ -	\$ -	\$ -		\$ -	\$ -	
E25	Transmission & Distribution	\$ 15,513	\$ 31,881	\$ 16,368	106%	\$ 131,200	\$ 99,319	76%
E35	Customer Accounts	\$ 32,598	\$ 49,847	\$ 17,249	53%	\$ 208,151	\$ 158,304	76%
E70	Other	\$ 21,619	\$ -	\$ (21,619)	-100%	\$ 6,038	\$ -	0%
E80	Debt Service - Interest	\$ 21,590	\$ 18,966	\$ (2,624)	-12%	\$ 75,863	\$ 56,897	75%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 1,176,436	\$ 1,270,508	\$ 94,071	8%	\$ 6,125,169	\$ 4,834,623	79%
Fund 01 and 02 Combined								
E01	Salaries & Benefits	\$ 753,945	\$ 765,273	\$ 11,329	2%	\$ 3,050,085	\$ 2,284,812	75%
E03-E80	Services & Supplies	\$ 422,491	\$ 505,234	\$ 82,743	20%	\$ 3,061,084	\$ 2,555,850	83%
	Purchase Order Carryover					\$ 14,000		
District Expense Total:		\$ 1,176,436	\$ 1,270,508	\$ 94,071	8%	\$ 6,125,169	\$ 4,840,661	79%

Projects - Expense



Period: 07/01/20 - 09/30/20

FY Remain: 75%

Fund 01 and Fund 02 Combined		FY 2021 YTD Actual	FY 2021 Budget *	FY 2021 Remaining Balance	%
Project	Description				
C15016	Utility Billing Software Improvements	\$ -	\$ 30,000	\$ 30,000	100%
C15021	Purified Recycled Water Recharge	\$ -	\$ 525,000	\$ 525,000	100%
C16023	Orchard Run WTP Water Quality Improvements	\$ -	\$ 2,200,000	\$ 2,200,000	100%
C16024	Bethany Tank Rehabilitation	\$ 75,525	\$ 200,000	\$ 124,475	62%
M17011	Meters with AMI	\$ 17,291	\$ 75,000	\$ 57,709	77%
C17011	AMI Technology for Meters	\$ 6,888	\$ 100,000	\$ 93,112	93%
C17018	Specialized Operations Vehicle	\$ 59,194	\$ 25,000	\$ (34,194)	-137%
C18026	Main Replacement Program - PW	\$ -	\$ 625,000	\$ 625,000	100%
C18033	Polo Ranch Pump Station Improvements	\$ -	\$ 75,000	\$ 75,000	100%
C18035	Sequoia Tank Rehabilitation	\$ 20,170	\$ -	\$ (20,170)	
C19020	El Pueblo WTP Improvements	\$ 19,516	\$ 30,000	\$ 10,484	35%
C19070	Vehicle Replacement Program	\$ -	\$ 42,000	\$ 42,000	100%
C20020	Treatment Facility for New Formation Well	\$ -	\$ 100,000	\$ 100,000	100%
C20040	Administrative Building Improvements	\$ -	\$ 30,000	\$ 30,000	100%
TBD	Well 10 WTP Water Quality Improvements	\$ -	\$ 113,000	\$ 113,000	100%
TBD	Lompico Formation Production Well (Well 9)	\$ -	\$ 100,000	\$ 100,000	100%
Projects Expense Totals:		\$ 198,585	\$ 4,270,000	\$ 4,071,415	95%

* Budget amounts are preliminary pending final project carryover

Balance Sheet



Fund 01 and Fund 02 Combined

	9/30/19	9/30/20
Assets		
Cash	\$3,429,159	\$4,399,271
Accrued Interest	\$4,418	\$11,084
A/R Customer-Water	\$1,152,894	\$1,300,455
Property Tax Receivable	\$0	\$0
A/R - Other	\$230,623	\$197,739
Interfund Loan Receivable	\$888,040	\$888,040
Inventory	\$232,601	\$271,380
Prepaid Expense	\$107,036	\$133,458
Note Receivable	\$229,412	\$70,000
JPA Investment	\$332,010	\$387,112
Land & Right-of-ways	\$650,697	\$650,697
Construction-in-progress	\$480,524	\$744,176
Water Rights / Intangible Assets	\$5,267,833	\$5,267,833
Plant & Equipment	\$38,053,522	\$39,131,437
Depreciation/Amortization	(\$22,757,538)	(\$23,827,288)
Loss on Defeasance of Debt	\$0	\$0
Deferred Pension Outflows	\$680,989	\$694,399
Unfunded OPEB Liability	\$153,549	\$142,970
	\$29,135,768	\$30,462,762
Liabilities		
A/P & Accrued Expenses	\$23,585	\$41,102
Accrued Salaries & Wages	\$40,910	\$59,483
Accrued Interest Payable	\$23,590	\$18,966
Customer Deposits	\$64,210	\$49,210
Interfund Loans	\$888,040	\$888,040
LT Liabilities Due in 1 Yr	\$30,508	\$40,998
Unearned Revenue	\$70,983	\$60,218
Long-term Liabilities	\$9,589,006	\$8,773,238
Deferred Pension Inflows	\$212,281	\$215,460
	\$10,943,112	\$10,146,714
Fund Balance		
Investment in Capital Assets	\$16,974,413	\$16,974,413
Unrestricted Net Position	\$116,146	\$2,359,627
	\$17,090,559	\$19,334,040
Total Liabilities and Fund Balance:	\$28,033,671	\$29,480,754
Total Retained Earnings:	\$1,102,097	\$982,008
Total Fund Balance and Retained Earnings:	\$18,192,656	\$20,316,047
Total Liabilities, Fund Balance, and Retained Earnings:	\$29,135,768	\$30,462,761

Scotts Valley Water District
AP Check Register
September 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
ACWA/JPIA	9/22/2020	29112	\$ 38,486.31	EE and Retiree Benefits - Oct 2020
AIRTEC SERVICE	9/10/2020	29077	\$ 605.00	HVAC Maint - 2 Civic Ctr
BADGER METER	9/10/2020	29078	\$ 63.19	Monthly Cell Charge for RW Meter Reads - Aug 2020
BADGER METER	9/10/2020	29078	\$ 3,482.57	Monthly Cell Charge for PW Meter Reads - Aug 2020
BADGER METER	9/22/2020	29113	\$ 13,597.75	Meter Purchases - Qty: 100
BRENNTAG PACIFIC INC	9/22/2020	29114	\$ 9,521.08	Water Treatment Chemicals
CITY VENTURES HOMEBUILDING LLC	9/10/2020	29080	\$ 7.00	UB Refund Check 012471-000
CLARK ANGELA	9/22/2020	29115	\$ 198.00	Customer Rebate - Toilets
CLARK ANGELA	9/22/2020	29115	\$ 50.00	Customer Rebate - Pressure Regulator
COMMUNITY TREE SERVICE INC	9/10/2020	29081	\$ 3,950.00	WTP Maint - Pine Tree Removal @ Well 10 WTP
COUNTY OF SANTA CRUZ	9/22/2020	29116	\$ 881.07	Landfill Waste - Aug 2020
DASSELS PETROLEUM	9/22/2020	29117	\$ 140.00	Annual Propane Tank Charge - 2 Civic Ctr
DASSELS PETROLEUM	9/22/2020	29117	\$ 1,544.25	Vehicle Fuel - Aug 2020
DOWNTOWN FORD SALES	9/15/2020	29111	\$ 59,183.66	Ford F650 Diesel Reg Cab w/ Wide WheelBase Upgraded Suspension
DOWNTOWN FORD SALES	9/15/2020	29111	\$ 10.50	CA Tire Tax
EXCEEDIO	9/10/2020	29082	\$ 234.00	Monthly Managed Services: Add'l IT Support - Laptop Rentals
EXCEEDIO	9/10/2020	29082	\$ 1,014.00	Monthly Managed Services: SCADA - Sep 2020
EXCEEDIO	9/10/2020	29082	\$ 5,218.50	Monthly Managed Services: HaaS/SaaS/ITaaS - Sep 2020
FASTENAL COMPANY	9/10/2020	29083	\$ 223.85	Safety Supplies - Masks
FERNANDEZ RONALD	9/10/2020	29084	\$ 50.00	Customer Rebate - Pressure Regulator
FLYERS ENERGY LLC	9/22/2020	29118	\$ 1,050.15	Diesel Generator Fuel
GORDON PAIGE	9/10/2020	29085	\$ 141.00	UB Refund Check 011280-000
GRAINGER	9/10/2020	29086	\$ 1,167.33	Small Tools - Portable Generator
GRAINGER	9/22/2020	29119	\$ 437.37	Office Supplies - Portable Air Conditioner
GRAINGER	9/22/2020	29119	\$ 119.09	Tank Maint - Reclaim Tank Controls
GRANITE CONSTRUCTION	9/22/2020	29121	\$ 1.34	UB Refund Check 012143-000
GRANITE CONSTRUCTION	9/22/2020	29120	\$ 2,000.00	Refund Deposit - RW Bulk Meter
GREEN WASTE RECOVERY INC	9/22/2020	29122	\$ 257.36	Trash Service - El Pueblo - Aug 2020
HAIGHT ROBERT	9/22/2020	29123	\$ 640.08	Retiree Medical - Sep 2020 (w/ Corrections)
ICON CLOUD SOLUTIONS LLC	9/22/2020	29124	\$ 119.29	Phone Service - OPS - Sep 2020
ICON CLOUD SOLUTIONS LLC	9/22/2020	29124	\$ 337.74	Phone Service - Sep 2020
ICONIX WATERWORKS (US) INC	9/22/2020	29125	\$ 3,915.01	Bethany 2nd Tank Addition - Fittings & Hardware
INFOSEND	9/10/2020	29087	\$ 610.94	UB Inserts Printing & Mailing - Aug 2020
INFOSEND	9/10/2020	29087	\$ 1,768.74	UB Statements Printing & Mailing - Aug 2020
JACKSON LANDSCAPE	9/10/2020	29088	\$ 353.32	Landscape Maint - 2 Civic Ctr - Jul 2020
KASSIS JANETTE	9/22/2020	29126	\$ 314.57	Retiree Medical - Sep 2020
KBA DOCUMENT SOLUTIONS LLC	9/10/2020	29089	\$ 166.81	Copier Maint & Printing Costs - Aug 2020
KBA DOCUSYS INC	9/10/2020	29090	\$ 396.50	Copier Lease - Aug 2020
LAHTINEN NANCY	9/10/2020	29091	\$ 678.00	Customer Rebate - Lawn Replacement/Low Volume Irrigation
LAUNCH BRIGADE	9/22/2020	29127	\$ 30.00	Website Maint - Spam Resolution
LAW OFFICE OF ROBERT E BOSSO	9/10/2020	29092	\$ 3,000.00	Legal Counsel Services - Aug 2020
LIND FRANS	9/22/2020	29128	\$ 100.00	Customer Rebate - Toilet
MILLER MAXFIELD INC	9/22/2020	29129	\$ 4,550.00	Communication / Public Outreach Services - Aug 2020
MISSION UNIFORM SERVICE	9/10/2020	29093	\$ 361.35	Uniform Laundering & Rental Service - Aug 2020
MULLARKY JACKIE	9/10/2020	29094	\$ 119.89	UB Refund Check 012035-000
NATIONWIDE RETIREMENT SOLUTIONS	9/10/2020	29095	\$ 2,743.48	IRS 457 Plan - Payroll Date 8/14/2020
NATIONWIDE RETIREMENT SOLUTIONS	9/10/2020	29095	\$ 6,558.48	IRS 457 Plan - Payroll Date 8/28/2020
NATIONWIDE RETIREMENT SOLUTIONS	9/22/2020	29130	\$ 2,743.48	IRS 457 Plan - Payroll Date 9/11/2020
NATURAL ORANGE INC	9/22/2020	29131	\$ 4,455.00	Termite Damage Repairs - 2 Civic Ctr
NORTON PATRICIA	9/22/2020	29132	\$ 33.72	Retiree Dental - Sep 2020
NORTON PATRICIA	9/22/2020	29132	\$ 18.56	Retiree Vision - Sep 2020
NORTON PATRICIA	9/22/2020	29132	\$ 457.11	Retiree Medical - Sep 2020
PACIFIC GAS & ELECTRIC	9/22/2020	29133	\$ 41,200.76	Electricity - PW - Aug 2020
PACIFIC GAS & ELECTRIC	9/22/2020	29133	\$ 925.10	Electricity - 2 Civic Ctr - Aug 2020
PACIFIC GAS & ELECTRIC	9/22/2020	29133	\$ 251.73	Electricity - RW - Aug 2020
PACIFIC GAS & ELECTRIC	9/22/2020	29134	\$ 95.37	Electricity - Skypark - Aug 2020
PERRI CHRISTOPHER	9/22/2020	29135	\$ 1,643.80	Director Medical - Sep 2020
REBER DANIEL	9/22/2020	29136	\$ 2,163.71	Director Medical - Sep 2020
RED WING SHOE STORE	9/22/2020	29137	\$ 412.14	Work Boots - Flores, Scott
SCHWENNE MONICA	9/10/2020	29096	\$ 36.05	UB Refund Check 012754-000
SCOTTS VALLEY SPRINKLER	9/10/2020	29097	\$ 132.97	Well 11A Maint - Misc Repair Supplies
SINCLAIR STEVEN	9/10/2020	29098	\$ 5.00	UB Refund Check 006051-000
SOIL CONTROL LAB	9/10/2020	29099	\$ 206.00	Water Quality Testing
SPIERINGS MARTIN	9/22/2020	29138	\$ 50.00	Customer Rebate - Toilets
SPRINGBROOK HOLDING COMPANY LLC	9/10/2020	29100	\$ 132.00	Web Payment Transaction Fees - Aug 2020
SPRINGBROOK HOLDING COMPANY LLC	9/22/2020	29139	\$ 17,963.00	Annual Springbrook Maint & Support - FY2021
STEVENSON LANDSCAPING	9/10/2020	29101	\$ 855.00	Landscaping @ Misc Locations - Jul 2020
STILES RUTH	9/22/2020	29140	\$ 821.90	Director Medical - Sep 2020
SWIERCZEK RAY	9/10/2020	29102	\$ 658.60	Customer Rebate - Lawn Replacement/Low Volume Irrigation

Scotts Valley Water District
 AP Check Register
 September 2020

Vendor Name	Check Date	Check No.	Check Amount	Description
SWRCB-DWOCP	9/22/2020	29141	\$ 110.00	T2 Cert Renewal - DeBrito
SYCAL ENGINEERING INC	9/10/2020	29103	\$ 1,317.50	El Pueblo WTP Improvements - Panel Upgrades
SYCAL ENGINEERING INC	9/22/2020	29142	\$ 3,040.00	Engineering Services for SCADA - Jul 2020
UNITED SITE SERVICES	9/10/2020	29104	\$ 121.84	Bethany 2nd Tank Addition - Temp Fence Rental
UNITED SITE SERVICES	9/10/2020	29104	\$ 234.77	Portable Toilet Rental - 229 Mt Hermon - Sep 2020
UNITED SITE SERVICES	9/10/2020	29104	\$ 233.23	Portable Toilet Rental - Orchard Run WTP - Sep 2020
UNIVERSAL BUILDING SERVICES	9/22/2020	29143	\$ 142.03	Bathroom Supplies - 2 Civic Ctr
UNIVERSAL BUILDING SERVICES	9/22/2020	29143	\$ 473.00	Janitorial Service - 2 Civic Ctr - Aug 2020
UNIVERSAL BUILDING SERVICES	9/22/2020	29143	\$ 385.00	Janitorial Service - El Pueblo - Aug 2020
USABLUEBOOK	9/10/2020	29105	\$ 859.57	Water Sampling Supplies - Chlorine Reagent Sets
VALERO FLEET	9/10/2020	29106	\$ 101.72	Vehicle Fuel - Aug 2020
VAN DER STEN ENGINEERING	9/10/2020	29107	\$ 12,721.00	Bethany 2nd Tank Addition - Prepping Tank Site
VERIZON WIRELESS	9/10/2020	29108	\$ 311.29	Cell Phones / Tablets - Aug 2020
WATER SYSTEMS CONSULTING INC	9/10/2020	29109	\$ 122.50	Capital Improvement Plan - Condition Assessment
WATER SYSTEMS CONSULTING INC	9/10/2020	29109	\$ 125.00	Capital Improvement Plan - Project Management
WATER SYSTEMS CONSULTING INC	9/10/2020	29109	\$ 1,600.00	Capital Improvement Plan - Hydraulic & Operational Analysis
WATER SYSTEMS CONSULTING INC	9/10/2020	29109	\$ 2,660.00	Capital Improvement Plan - Water System CIP
WATER SYSTEMS CONSULTING INC	9/10/2020	29109	\$ 122.50	Capital Improvement Plan - Re-Calibrate Hydraulic Model
			\$ 270,340.52	

Legend:

Abbreviation:	Meaning:
PW	Potable Water
RW	Recycled Water
WW	Waste Water
WTP	Water Treatment Plant
EE	Employee
ER	Employer
CO	Change Order
TO	Task Order
SA	Service Application
FY	Fiscal Year
OPS	Operations
Eng	Engineering
Adm	Administration
Fin	Finance
WUE	Water Use Efficiency
ENR	Engineering News Record
ACWA	Association of California Water Agencies
LID	Low Impact Development
UB	Utility Billing
AMI	Advanced Metering Infrastructure
PS	Pump Station

Scotts Valley Water District

Investment Summary

As of 9/30/2020

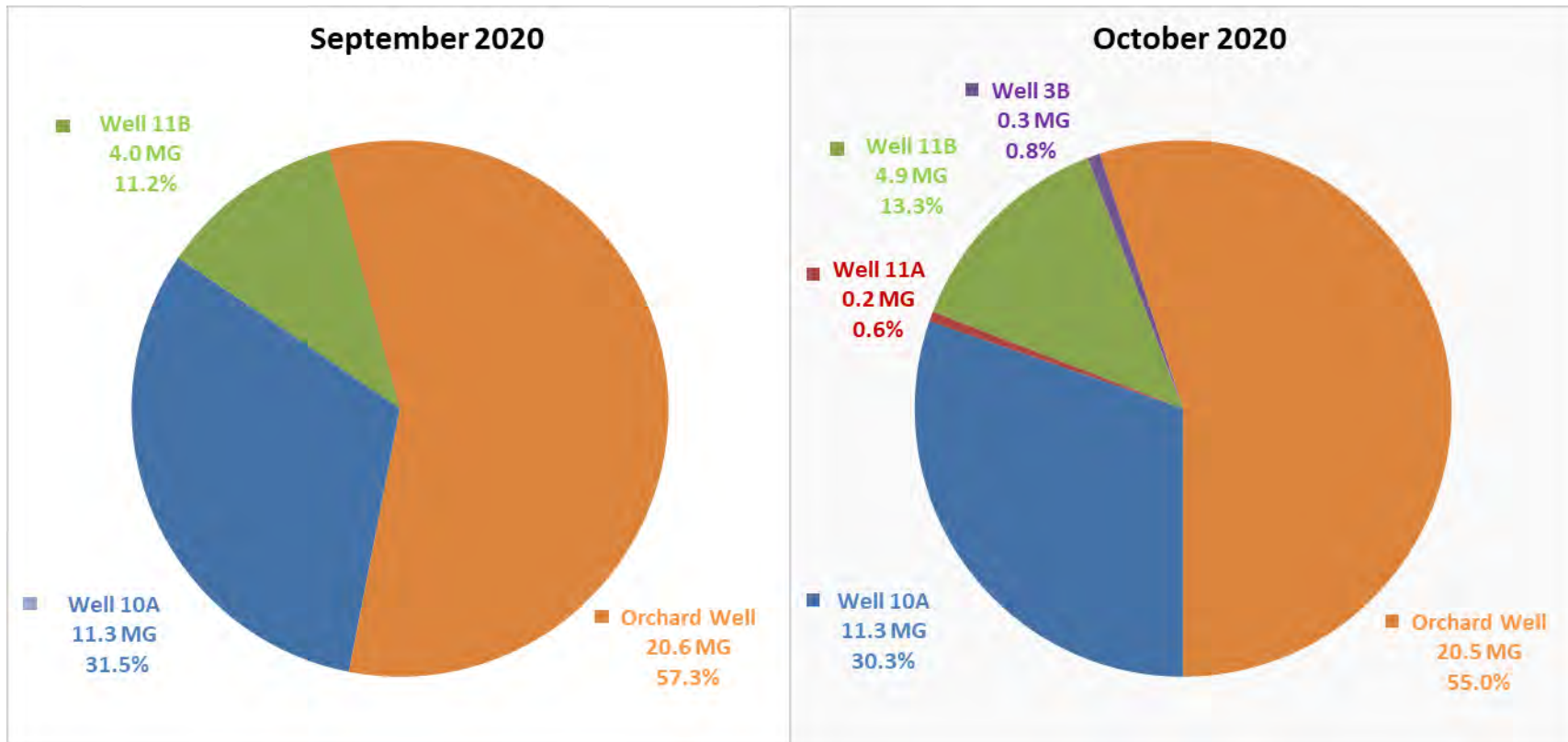
Institution	Investment	CUSIP	Purchased	Maturity	Purchase \$	Rate		Balance as of:		Market Value
						6/30/2020	9/30/2020	6/30/2020	9/30/2020	9/30/2020
Unrestricted Funds:										
LAIF	Local Agency Investment Fund		various			1.360%	0.840%	\$ 3,205,987	\$ 2,812,877	\$ 2,824,453
WFB	Checking - General		various			0.03%	0.03%	\$ 9,575	\$ 11,522	\$ 11,522
WFB	Checking - Payroll		various			0.03%	0.03%	\$ 5,304	\$ 7,123	\$ 7,123
WFB	Checking - Revenue		various			0.00%	0.00%	\$ 565,715	\$ 1,569,464	\$ 1,569,464
Subtotal for Unrestricted Funds:								\$ 4,159,096	\$ 4,400,985	\$ 4,412,561

Weighted Average Yield

0.54%

The current investments comply with the requirements of the Investment Policy (P200-14-1)
Sufficient cash is available to meet expected expenditure requirements for the next six months.

Well Production

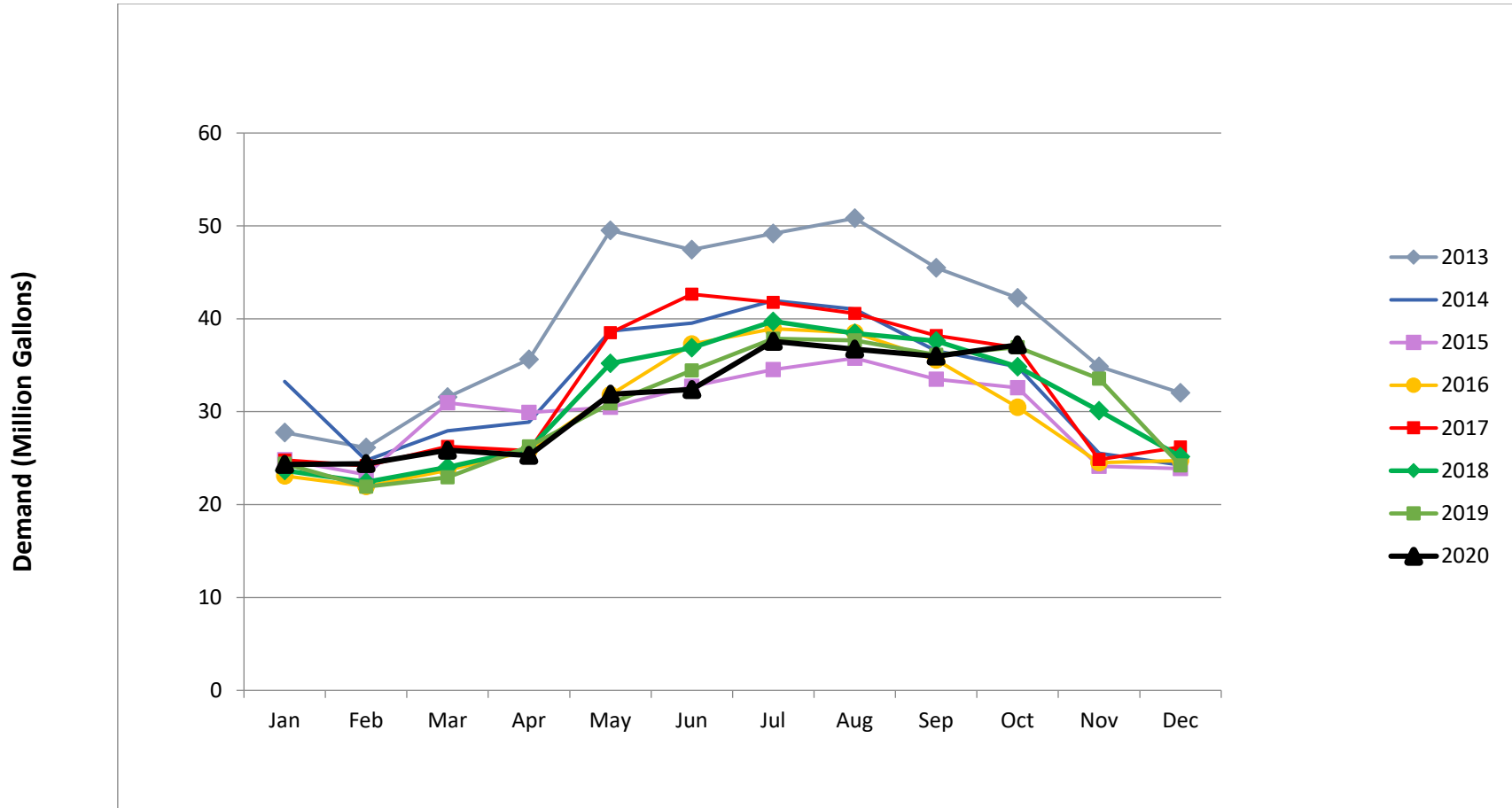


Total Production (Million Gallons)

September 2020	35.9 MG	5.28% decrease from August
October 2020	37.2 MG	3.59% increase from September

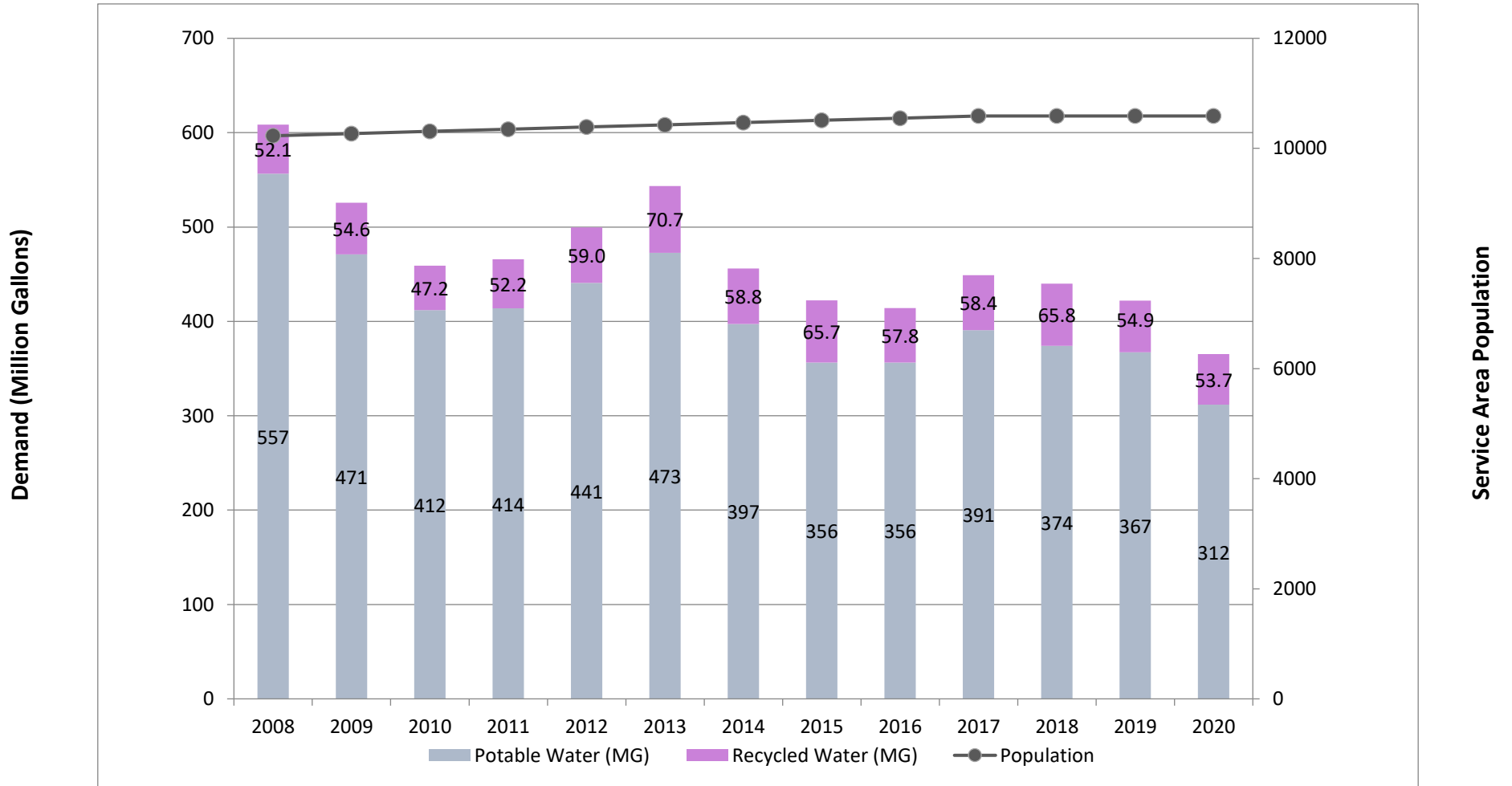
Production is Water Pumped +/- Water used for Well Maintenance Activities

Potable Water Demand



Demand is Production +/- Change in Storage

Potable and Recycled Water Demand vs. Population



Demand is Production +/- the Change in Storage

Potable and Recycled Water Demand

Potable												
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average
Jan.	27,190,550	23,129,510	31,165,560	27,764,580	33,252,872	24,822,615	23,085,736	24,789,618	23,674,051	24,389,215	24,319,853	26,144,015
Feb.	24,924,790	25,004,280	26,813,840	26,124,132	24,779,862	23,217,640	21,968,896	23,490,314	22,427,754	21,923,206	24,401,667	24,097,853
March	28,930,820	26,079,310	29,752,014	31,559,240	27,946,154	30,953,420	23,910,892	25,837,232	24,042,592	22,948,490	25,855,924	27,074,190
April	27,503,270	30,993,238	29,234,622	35,621,370	28,875,831	29,909,260	28,400,861	25,447,561	25,967,700	26,263,989	25,297,107	28,501,346
May	37,704,720	40,456,736	43,581,989	49,525,756	38,675,936	30,478,823	31,995,591	38,043,826	35,200,764	30,913,334	31,885,131	37,132,964
June	47,344,250	38,237,371	46,553,850	47,432,970	39,525,236	32,726,825	36,842,416	42,310,983	36,867,578	34,451,160	32,393,746	39,516,944
July	49,625,170	46,417,190	48,634,940	49,192,762	41,957,386	34,544,613	38,892,200	41,757,891	39,728,472	37,857,926	37,576,237	42,380,435
Aug.	49,668,620	45,665,550	48,939,190	50,820,800	41,020,790	35,765,167	38,541,952	40,076,059	38,756,447	37,674,398	36,730,198	42,150,834
Sept.	46,781,040	43,700,350	42,936,210	45,489,360	36,533,116	33,498,030	35,653,167	38,190,535	37,610,582	36,106,611	35,968,389	39,315,217
Oct.	37,889,760	34,771,130	37,982,466	42,248,672	34,840,142	32,589,534	30,517,556	36,888,905	34,839,533	36,940,583	37,193,525	36,063,801
Nov.	18,604,914	28,853,908	28,714,236	34,868,300	25,524,197	24,110,286	24,338,656	24,864,436	30,112,415	33,566,905	-	27,355,825
Dec.	15,762,610	30,451,180	26,428,050	32,013,140	24,261,522	23,866,862	24,379,124	26,194,926	25,169,209	24,225,007	-	25,275,163
Total	471,060,380	411,930,514	413,759,753	440,736,967	472,661,082	397,193,044	356,483,075	358,527,047	387,892,285	374,399,297	311,621,777	450,161,099

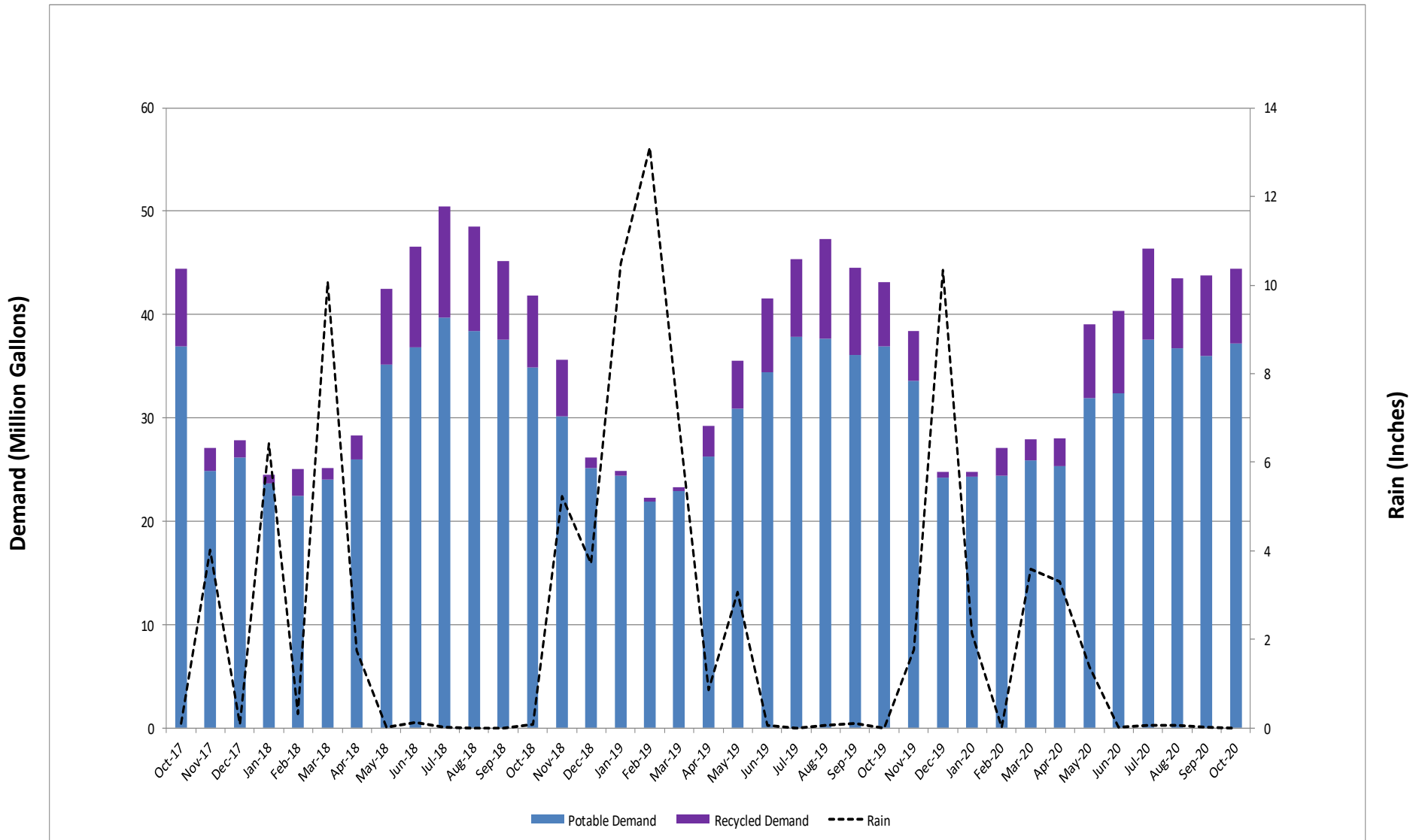
Recycled												
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Average
Jan.	62,000	496,000	2,139,000	620,000	3,019,613	635,420	862,984	156,267	838,172	493,100	450,147	888,428
Feb.	0	1,120,000	2,352,000	2,268,000	1,248,862	1,545,957	1,813,868	94,521	2,589,717	366,055	2,714,767	1,464,886
March	620,000	620,000	1,054,000	2,723,665	1,579,882	4,231,231	972,360	544,666	1,141,831	322,464	2,109,739	1,447,258
April	570,000	3,450,000	1,470,000	5,436,705	4,163,175	4,720,887	4,381,911	713,802	2,333,176	2,969,672	2,737,245	2,995,143
May	5,301,000	6,448,000	7,843,000	9,248,455	8,409,175	6,686,359	6,909,436	7,908,386	7,306,666	4,584,239	7,142,605	7,071,575
June	8,250,000	6,150,000	9,420,000	9,801,903	9,135,056	7,488,534	9,639,221	8,940,094	9,739,276	7,067,867	7,971,453	8,509,400
July	10,013,000	4,936,000	9,610,000	9,394,766	9,911,697	9,935,422	10,841,389	10,981,309	10,744,706	9,461,005	8,810,329	9,512,693
Aug.	8,680,000	9,207,000	10,199,000	9,875,446	8,542,111	10,471,389	8,767,020	9,618,897	10,078,073	9,594,307	6,760,659	9,253,991
Sept.	8,070,000	8,610,000	7,680,000	8,288,391	6,176,224	9,092,727	8,287,511	7,957,562	7,522,571	8,451,961	7,814,358	7,995,573
Oct.	4,681,000	4,185,000	4,960,000	6,537,840	5,282,253	7,233,408	3,956,097	7,557,695	6,967,548	6,228,883	7,236,784	5,893,319
Nov.	570,000	1,740,000	1,920,000	4,029,769	1,131,988	2,817,778	1,053,779	2,234,592	5,514,338	4,805,871	-	2,581,812
Dec.	403,000	2,201,000	341,000	2,453,395	236,228	1,119,017	529,158	1,670,966	994,336	544,650	-	1,049,275
Total	51,635,000	47,220,000	49,163,000	58,988,000	70,678,335	58,836,264	65,978,129	58,014,734	58,378,757	65,770,410	53,748,086	58,037,338

*Potable Water Addition to Recycled Water System

Demand is Production +/- the Change in Storage

Feb. 2020 = 2,402,174	Jul 2020 = 1,171,600
Mar. 2020 = 1,651,680	Aug. 2020 = 0
Apr. 2020 = 0	Sep. 2020 = 0
May 2020 = 347,000	Oct. 2020 = 0
Jun. 2020 = 0	

Potable and Recycled Demand vs. Rainfall



Demand is Production +/- the Change in Storage

Rainfall

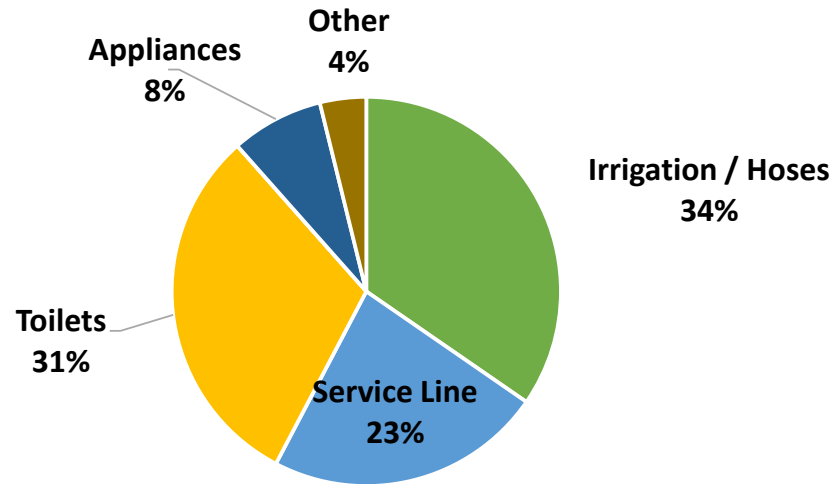
El Pueblo Weather Station

WATER YEAR		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	TOTAL	% of Avg.
High Year	1981-82	0.14	11.20	5.90	28.80	6.88	8.26	8.40	0.03	0.00	0.00	0.04	1.28	70.93	168%
	1982-83	5.35	10.50	7.74	13.90	18.00	19.90	7.80	0.98	0.00	0.00	0.17	1.91	86.25	205%
	1983-84	1.70	12.70	12.90	0.54	2.49	2.62	1.13	0.02	0.18	0.01	0.00	0.25	34.54	82%
	1984-85	2.80	13.80	2.95	1.72	4.20	7.92	0.73	0.11	0.15	0.09	0.02	0.54	35.03	83%
	1985-86	1.12	7.14	2.62	7.38	22.40	15.00	0.48	0.83	0.00	0.00	0.00	1.30	58.27	138%
	1986-87	0.03	0.05	2.47	4.51	9.06	6.31	0.70	0.00	0.02	0.00	0.00	0.00	23.15	55%
	1987-88	1.19	2.30	10.70	4.58	0.68	0.00	3.13	1.07	0.16	0.00	0.00	0.00	23.81	56%
	1988-89	0.19	5.90	8.89	2.06	1.39	10.60	0.67	0.08	0.03	0.00	0.03	0.83	30.67	73%
	1989-90	3.53	1.58	0.01	3.42	3.69	2.13	0.16	5.79	0.00	0.00	0.12	0.15	20.58	49%
	1990-91	0.50	0.24	1.65	0.61	5.39	17.19	0.51	0.06	0.40	0.00	0.02	0.07	26.64	63%
1991-92	2.37	1.46	5.42	3.03	15.30	4.65	0.45	0.00	0.82	0.00	0.05	0.00	33.55	80%	
1992-93	3.41	0.20	11.54	18.51	10.22	3.17	1.37	0.96	0.68	0.00	0.00	0.00	50.06	119%	
1993-94	0.73	2.74	5.52	3.51	9.72	0.68	2.75	2.10	0.01	0.00	0.00	0.05	27.81	66%	
1994-95	1.79	8.29	4.78	23.88	0.65	13.62	3.79	0.89	1.04	0.01	0.00	0.00	58.74	139%	
1995-96	0.00	0.32	10.03	13.52	11.35	5.14	2.38	4.31	0.03	0.00	0.00	0.00	47.08	112%	
1996-97	2.89	6.95	22.43	12.33	0.17	1.50	0.58	0.16	0.12	0.00	0.54	0.00	47.67	113%	
1997-98	0.68	10.12	4.06	14.21	21.81	6.17	2.85	3.65	0.01	0.00	0.01	0.17	63.74	151%	
1998-99	1.02	9.11	1.85	9.25	11.08	5.22	2.58	0.03	0.36	0.00	0.02	0.14	40.66	96%	
1999-00	0.35	5.69	0.53	18.02	17.57	2.77	2.69	1.01	0.18	0.00	0.20	0.40	49.41	117%	
2000-01	5.14	1.38	0.94	8.68	10.65	4.05	2.67	0.00	0.07	0.00	0.00	0.16	33.74	80%	
2001-02	1.13	9.93	16.45	4.97	2.69	4.66	0.52	0.90	0.00	0.00	0.05	0.00	41.30	98%	
2002-03	0.00	5.80	21.40	2.77	2.95	2.54	5.75	1.09	0.16	0.00	0.00	0.00	42.46	101%	
2003-04	0.19	3.93	17.55	4.44	9.69	1.19	0.65	0.07	0.00	0.06	0.00	0.11	37.88	90%	
2004-05	7.24	3.25	14.39	8.30	7.20	10.01	3.79	2.13	0.94	0.02	0.00	0.08	57.35	136%	
2005-06	0.19	2.84	21.73	6.55	5.26	15.29	10.44	1.01	0.01	0.00	0.01	0.00	63.33	150%	
2006-07	0.25	3.30	5.67	0.89	9.24	0.30	2.17	0.46	0.00	0.10	0.01	0.33	22.72	54%	
2007-08	1.93	0.52	5.50	17.59	6.96	0.36	0.35	0.00	0.00	0.01	0.00	0.04	33.26	79%	
2008-09	1.59	4.80	4.38	1.80	15.28	3.47	0.52	1.42	0.01	0.00	0.00	0.26	33.53	80%	
2009-10	9.70	0.33	5.21	11.37	8.66	4.35	5.41	1.17	0.00	0.01	0.07	0.00	46.28	110%	
2010-11	3.92	5.13	15.36	1.97	10.59	13.40	0.75	3.42	3.40	0.00	0.04	0.02	58.00	138%	
2011-12	2.93	3.41	0.15	6.80	2.75	11.97	4.09	0.02	0.20	0.02	0.00	0.02	32.36	77%	
2012-13	1.61	11.32	13.25	1.31	0.47	2.66	0.43	0.01	0.11	0.00	0.00	0.70	31.87	76%	
Low Year	2013-14	0.01	0.87	0.78	0.05	11.52	4.02	2.02	0.01	0.02	0.09	0.01	0.92	20.32	48%
	2014-15	0.44	4.36	16.52	0.00	4.69	0.47	2.13	0.19	0.04	0.00	0.03	0.02	28.89	69%
	2015-16	0.07	2.54	6.67	16.20	1.16	14.26	1.18	0.35	0.00	0.00	0.00	0.22	42.65	101%
	2016-17	8.66	3.29	10.77	26.13	19.56	7.09	4.47	0.06	0.07	0.00	0.00	0.04	80.14	190%
	2017-18	0.10	4.02	0.08	6.43	0.56	10.07	2.85	0.01	0.13	0.01	0.00	0.00	24.26	57%
	2018-19	0.08	5.24	3.72	10.49	13.11	6.91	0.86	3.07	0.07	0.00	0.07	0.10	43.72	104%
	2019-20	0.00	1.76	8.57	2.14	0.01	3.59	3.31	1.37	0.02	0.05	0.06	0.02	20.90	50%
	2020-21	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00	0.00%
Cumulative 2020-2021		0.00	-	-	-	-	-	-	-	-	-	-	-		
Monthly Average 1981-2020		1.92	4.83	7.98	8.27	8.08	6.50	2.50	1.00	0.24	0.01	0.04	0.26	41.63	
Cumulative Ave 1981-2020		1.92	6.75	14.73	23.00	31.08	37.58	40.08	41.08	41.32	41.33	41.37	41.63	41.63	

Leak Adjustment Program Report FY 2021

	RES Requests	CII Requests	Approved	Denied	Appeals	Reason Denied	Total Adjust Credit	Total Excess Use (gallons)
JUL	8	0	8	0	0		\$1,806	148,425
AUG	9	0	8	1	0	Consumption did not exceed PY	\$4,338	301,542
SEPT	9	0	7	2	0	< 5 yrs (1), prior billing period (1)	\$1,996	129,498
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
Total	26	0	23	3	0		\$8,140	579,465

Sources of Leaks



STAFF REPORT – Water Use Efficiency

Scotts Valley Water District

Date: 11/12/20
To: Board of Directors
From: Water Use Efficiency Coordinator
Item: Staff Reports 7.5
Subject: Water Use Efficiency Biannual Report 5/1/20 through 10/31/20

Regional Planning and Collaboration

Continued participation in Water Conservation Coalition of Santa Cruz County and the Central California Greywater Alliance. Projects during this period included creating a Model Greywater Construction Ordinance, Value of Water Campaign, and the Water Harvest Festival. Ongoing promotion of Monterey Bay Friendly Landscape program.

Professional Development

Attended two Valley Water webinars- one on Landscaping Efficiency and one on Residential Greywater.

Performance Statistics

Leak Adjustments -----	60
House Calls and/or Leak Checks -----	97
Waste Violations/Consultations -----	8
Pre-Rebate Inspections -----	24
Post-Rebate Inspections -----	24
Customer Contacts -----	500+

Working with High Water Users

Focused on seven large, high-water users by providing education and consultation, using a Water Waste Violation as the last resort. This is very time consuming, involving “layers of players”- from property managers, facility managers, landscapers and owners. Efficient use of water is rarely a goal/incentive for large agencies or corporations as there is no accountability for it. There is also a lack of education about how to find or repair leaks and irrigate efficiently.

WaterSmart

Promoted WaterSmart customer uptake by facilitating password registrations, customer coaching, and email retrievals from merchant billing portal. Outlining outreach for WaterSmart short web videos and/or live video presentations. Requested that Miller Maxfield drafts for WUE topics be reviewed.

Other Projects

Gathering proposals to identify a new landscaping services provider to maintain the landscaping at the district office. Continue to field calls and collect Water Conservation Certifications for homes sold in the City of Scotts Valley.

Rebates Processed (Prior report in blue)	# of Rebates	Total Amount
Lawn Replacement	11/20	\$11,364/\$15,513
Spray to Drip	8/9	\$1,603/\$2005
Toilet Replacement	15/21	\$1,350/\$1498
Pressure Regulators	16/32	\$850/\$1600
Smart Controllers	4/4	\$400/\$400
Small Stream Sprayers	0/1	\$0/\$140
Greywater Harvesting	0/0	\$0/\$0
Rainwater Harvesting	0/0	\$0/\$0
Downspout Diversion	0/1	\$0/\$75
Hardscape Replacement	0/1	\$0/\$60

Rebates / Give-Away Summary						
Rebate/Give Away	Rebate Offerings	Accounts	Units/Gals/Sq. ft	Cost	Water Savings gal/year	Gallons Saved per \$ Spent
High Efficiency Toilet	\$25-\$125	16	21	\$1,498	167,549	111
Lawn Replacement	\$1.00/sq. ft	20	15,513	\$15,513	275,977	18
Low Volume Irrigation	\$0.50/sq. ft	9	4,010	\$2,005	70,100	35
Smart Irrigation Controller	\$100	4	4	\$400	N/A	N/A
Pressure Regulator	\$50	30	32	\$1,600	N/A	N/A
Shower Head	Free			0	.7 gpm	Average gallons saved per \$ spent
Faucet Aerator	Free			0	1.45 gpm	
Shut Off Nozzle	Free			0	Prevents waste	
Totals		79		\$21,016	513,626	55



Public Officials' New Social Media Open Meeting Law

California's AB 992 analyzed by BB&K's Hong Dao Nguyen and Albert Maldonado

Clicking the “like” button has become second nature.

Whether it’s a thumbs up, hug or sad face on Facebook, or a heart reaction on Instagram and Twitter, these simple online interactions are now ingrained in the way we communicate with one another. For California public officials, however, these seemingly mundane interactions could run afoul of state law.

Under the recently enacted Assembly Bill 992, public officials could violate the State’s sunshine law if they communicate with legislative members of the same body on social media about matters under the body’s jurisdiction. AB 992 is the first Brown Act amendment to address officials’ social media use.

The Brown Act generally requires local governments to conduct business at open and public meetings. This includes requiring agencies to give advance notice to the public, post the meeting’s agenda ahead of time and provide the public with access to the meeting. For transparency’s sake, the Act prohibits a majority of a legislative body’s members from directly or indirectly engaging in a series of meetings to “discuss, deliberate or take action on an item” within the subject matter jurisdiction of the body.

Now, even liking another official’s post on a topic before, or within the jurisdiction of, the governing body could violate the Brown Act. Amending Government Code section 54952.2, AB 992 clarifies the social media communications a public official may engage in as well as the actions that are prohibited.

AB 992 covers activity across a plethora of social media platforms — from Snapchat and Instagram to Facebook, Twitter, TikTok, Reddit, blogs and more. The law states that public officials may communicate on such platforms to answer questions and provide the public with information. They may also solicit information regarding matters being considered by the body, or that fall within the official’s jurisdiction.

However, the law prohibits members of a legislative body from using social media to discuss official business “among themselves,” which is defined as making posts, commenting and using digital icons that express reactions to communications made by other members of the legislative body.

The law goes further. While a single contact between one public official and another would not, under general circumstances, constitute a prohibited meeting, AB 992’s social media prohibitions change this.

AB 992 prohibits public officials from responding “directly to any communication” that is made, posted or shared on social media by another member of the same legislative body regarding matters in the body’s jurisdiction. Now, any such communication could be a Brown Act violation.

As the law applies to all Internet-based social media platforms that are open and accessible to the public, elected officials need to keep these new prohibitions in mind when commenting on, reposting, liking, disliking or responding with the growing list of emojis to social media posts of another official.

Questions, Practical Concerns Remain

AB 992 directly amends the Brown Act but touches on other public transparency laws as well.

A few years ago, the California Supreme Court held that the public could have the right to access emails and text messages sent and received by public officials that pertain to public business. The court's ruling in *City of San Jose v. Superior Court* noted that electronic communications on both an official's personal and government email accounts and devices could be subject to the California Public Records Act.

Given the court's ruling, if a public official, in their official capacity, posts and communicates about public business through social media, those posts could also be subject to the CPRA.

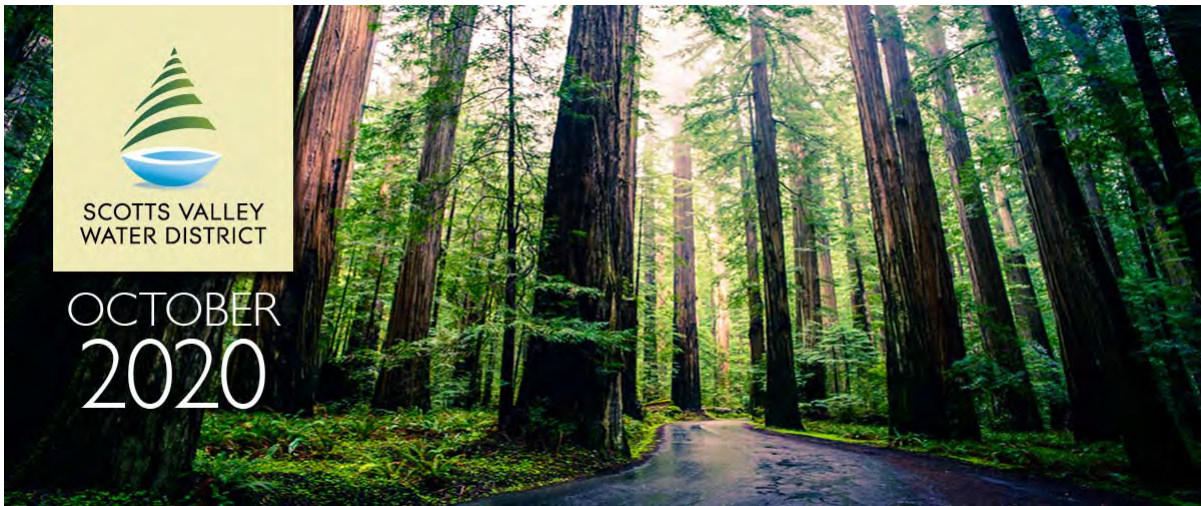
Moreover, as we've discussed in a previous article, platforms like Facebook, Instagram, Twitter and the like are the modern-day public square where vital public information is disseminated and discussed.

If a public official is using social media to communicate with constituents and share critical public information, they may have turned their social media space into a public forum that is subject to the First Amendment. If this happens, officials should be wary of blocking individuals from their pages when they don't like or agree with the poster's viewpoint. Such a move could violate a poster's constitutional rights.

Finally, in regard to an official's digital communications, issues arise regarding document retention.

To resolve potential issues with the Brown Act, CPRA and even constitutional concerns, an official's posts may need to be reviewed and their agency may want to consider retaining social media posts.

This article first appeared in PublicCEO.com on Oct. 20, 2020. Republished with permission.

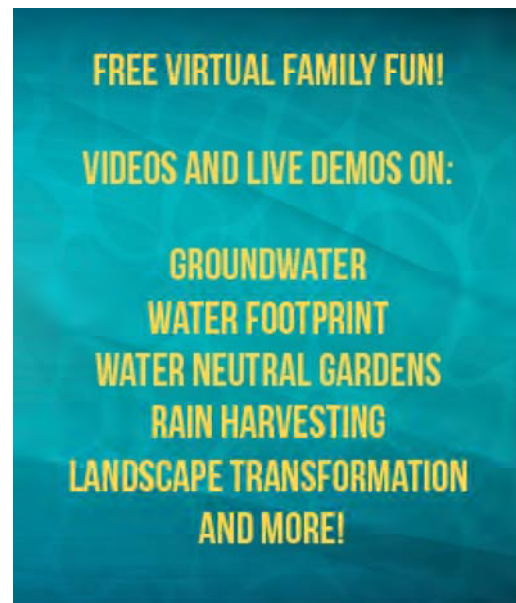


OCTOBER
2020

Water Harvest Festival offers live demos, celebrates water resources

Join us for the 3rd Annual Water Harvest Festival —virtually — on Saturday, October 24th, at 10 a.m. via Zoom.

We will give a short presentation about Groundwater at 11 a.m. Tune in for demonstrations from [Ecology Action](#), [City of Watsonville](#), San Lorenzo Lumber & Home Centers, Love's Gardens, [San Lorenzo Valley Water District](#), [Soquel Creek Water District](#) and more! [Register now for your free ticket](#)



We are hiring! Join our team!

Applications are being accepted for the Water Operations Supervisor position through Monday, Nov. 9. [Get all the details — including abilities, education and experience necessary – and apply on our website.](#)



Plant of the Month: Sage

Sages (*Salvia*) are a broad group of plants that bloom in every color of the rainbow. Many are suitable for a drought-tolerant garden. Most are deer tolerant too!

Cleveland sage (*Salvia clevelandii*) is a tough California native. It produces whorls of lavender flowers that invite hummingbirds and bees to the garden.

Graham's sage (*Salvia microphylla*) and autumn sage (*Salvia greggii*) are small shrubs that can bloom for months on end. There are many selected varieties and stunning hybrids that range from pinks to purples and beyond. Cut them back heavily in winter for the best show in the following year.

Photo credits: San Diego Horticulture Society ([@sd_hort](#)) and Flower Capturing ([@flowercapturing](#))





Scotts Valley Water District General Manager Piret Harmon made a short presentation about water supply during the virtual Scotts Valley Mayor Randy Johnson's [State of the City Address](#) on Saturday, Oct. 17. The event was hosted by the Senior Life Association. [Click here](#) to view the presentation.

SMGWA Update: Board makes progress on Groundwater Sustainability Plan, Stewardship program returns

[Santa Margarita Groundwater Agency](#), which Scotts Valley Water District is a member of, is just over a year away from submitting its Groundwater Sustainability Plan (GSP), a requirement of the Sustainable Groundwater Management Act (SGMA). Board members have contributed to drafts of the introduction and basin setting sections of the GSP, and are working to developing sustainability measurement criteria for the GSP.

The agency's September board meeting was held Thursday, Sept. 24. [Read a full recap of the all-virtual meeting here.](#)



SMGWA also has started a new session of its Groundwater Stewardship Program. The virtual program is open to students and young adults interested in environmental sustainability and local governance.

The program explores how geography and geology relate to groundwater and groundwater-surface water interactions, and also highlights the interdisciplinary nature and sociopolitical components of environmental management. Participants will learn about how SMGWA is developing its Groundwater Sustainable Plan and aims to educate and engage with the public about the local groundwater management over the next 20 years. [Learn more and sign up.](#)



Scotts Valley Water District



Mayor's State of the City Event
Scotts Valley Senior Life Association
October 17th 2020

1

Flashback: October 2019

UTILIZE TECHNOLOGY AND
INNOVATIVE SOLUTIONS

USE CREATIVE APPROACHES
AND TECHNOLOGY
FOR ENGAGING THE COMMUNITY

Strategic planning



EXPLOIT INTEGRATED DATA MANAGEMENT

PROVIDE SEAMLESS
CUSTOMER EXPERIENCE

2

2020 - Year of Opportunities

- Invest in technology tools to serve the customers
- Adopt new service models
- Develop new talent strategies
- Create a culture of innovation
- Organize around complete customer journey

3

Reasons to be delighted and proud

- Saved estimated 1 MGY* through Water Use Efficiency Rebates Program (118 rebates)
- Leak Adjustment Program excess water reduced from 7MG to 3.5MG in FY 2020
- Installed 1200 meters and AMI endpoints
- Completed rehabilitation of Sequoia Tank
- Recruited and onboarded 2 Junior Associate Board Members
- Developed a road map for digital board meetings

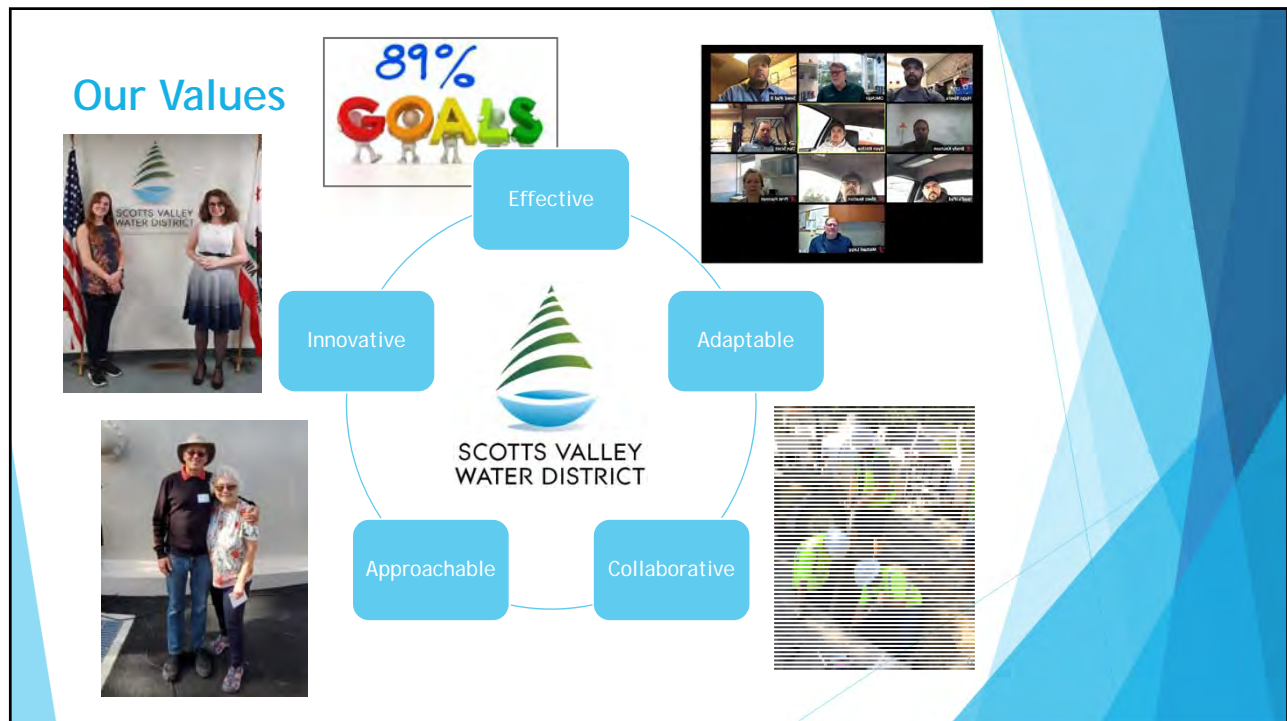
* MGY - million gallons per year

4

Looking forward to

- Completing meter change-out program by December 2020
- Leveraging WaterSmart customer engagement portal to reduce inefficient use and water waste
- Enabling more self-service options for customers: web forms, improved payment platform
- Hosting virtual Water System Field Trips and digital “how-to training” sessions
- Constructing improvements at Orchard Run WTP, rehab Hacienda PS, conduct condition assessment of Bethany Tank, replace 1100 ft of potable water main

5



I'd love to hear from you

Piret Harmon, General Manager
Scotts Valley Water District
pharmon@svwd.org
831-600-1902



7

Backup material

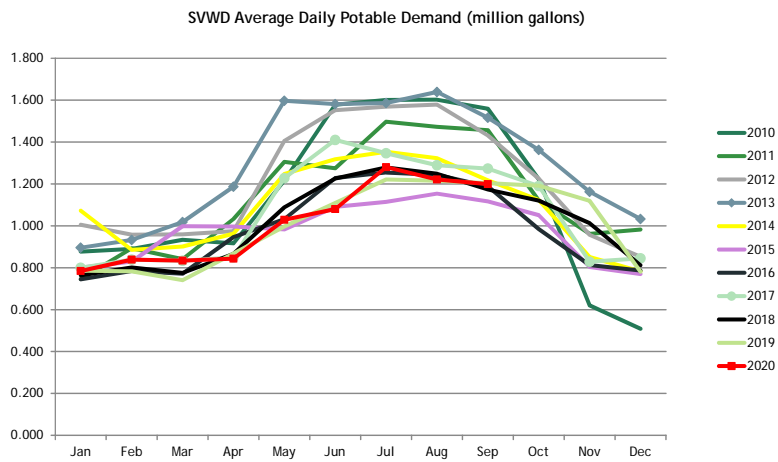
8

Development Activity

- Recent 5 year period / 2016-2020
 - 114 residential connection: 8MGY new demand (+2%)
 - 9 commercial connections: 5MGY new demand (+1.25%)
 - 4 potable landscape connections: 1MGY new demand (+0.25%)
 - Total potable demand is flat: 376MGY (FY15) - 369MGY (FY20)
- Current activity / 2020-2024
 - 41 active service applications: 201 new potable and 10 recycled water connections
 - 19 MGY new potable demand (+4.8%), 6 MGY recycled (+13%)
 - \$5M in capacity fee revenue

9

Average Daily Potable Water Use



10

Residential Per Capita Water Use

SWRCB: Urban Water Supplier Monthly Reports					
https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/conservation_reporting.html					
	FY 2020 AVR	CY 2019 AVR	FY 2019 AVR	CY 2018 AVR	FY 2018 AVR
Statewide R-GPCD	87	89	88	91	92
Central Coast R-GPCD	70	68	69	70	71
SVWD R-GPCD	59	63	65	68	69
SLVWD R-GPCD	76	86	90	97	100
SCWD R-GPCD	44	43	42	43	43

11

Value of Water

- Value proposal - safe and reliable service delivered to customer on demand
- Average bi-monthly household bill \$168 (SVWD)
 - Average monthly household bill \$84
 - Daily household cost of water \$2.80 for 172 gallons
 - Average bi-monthly household bill in 2004 was \$122

	2004	2020
Median Household Income	\$80,000	\$110,000
Average SFR Water Bill	\$61	\$84
Water Bill / HH Income	0.93%	0.92%

Large Capital Projects



Orchard Run Water TP (1993)
1.3 million gallons per day (MGD)
\$3M+ for improvements
Construction to commence Dec 2020



Sequoia Tank (1983)
1.3 million gallons (MG)
\$863,000 in upgrades
Construction completed July 2020